

**City of Portage Airport Commission**  
**Wednesday, October 21, 2015, 7:00 pm**  
**City Municipal Building, 115 West Pleasant Street**  
**Conference Room One**  
**Minutes**

Members present: Rita Maass, Chairperson; Doug Klapper, Fred Langbecker, William Kutzke, David Tesch

Absent: Barry Erath

Also present: John Poppy, Airport Manager; William Welsh, Cable TV

Meeting called to order at 7:00 pm by chairperson Maass

**1. Approval of minutes from previous meeting.**

Motion by Doug Klapper, second by William Kutzke to approve minutes from September 30, 2015 meeting. Motion carried 5-0. Motion by Doug Klapper, second by William Kutzke to approve minutes from Public Hearing for The Portage Airport of October 14, 2015. Motion carried 5-0 on call of roll.

**2. Discussion and possible action of claims.**

Discussion took place regarding the claim submitted for the cost of the presentation for the Joint Airport Commission/Council of the Whole --- FedEx Office in the amount of \$582.89. The Commission realizes that this was not a budgeted item, but the commission was informed at a previous meeting by the Director of Public Works, Bob Redelings, that we should be able to find funds for this in the Airport budget, as well as directed by the mayor that the commission was to come up with a long term plan for the airport. After reviewing the 2015 Airport budget, David Tesch recommends to take funds (\$582.89) from account 350 to reimburse William Kutzke and forward to Finance Committee. Second by Fred Langbecker. Motion carried 4-0-1 on call of roll with Kutzke abstaining.

**3. Discussion and possible action on Resolution to Repeal Hangar Lease Surcharge.**

The Commission was informed that the Finance Committee reviewed the Resolution to Repeal Hangar Lease Surcharge, they did not accept the repeal, they recommend to continue the hangar lease surcharge and obtain a short term borrowing to pay back to the Airport budget for the surcharge funds that were collected after the resolution was adopted in 2009. Motion by David Tesch, second by Doug Klapper to uphold the previous recommendation by the Airport Commission to rescind the Hangar Lease Agreement. Motion carried 5-0 on call of roll.

**4. Manager's monthly report.**

The manager's report was not included in the packet, nor had it been forwarded to the Airport Commission members. It had not been submitted to the City staff until Monday of this week, it will be discussed with staff to include in meeting packets in the future. John gave an overview an overview of his report. He also informed the commission that Sunday, October 25, 2015 from 8am-12pm that there will be a firm at the airport doing the pavement inspection.

**5. Adjournment.**

Motion by Fred Langbecker, second by David Tesch to adjourn. Motion carried 5-0 on call of roll. Meeting adjourned at 7:57

Respectfully submitted,  
Rita A. Maass