

**City of Portage
Airport Commission
Wednesday, June 15, 2016, 7:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes**

Members present: Rita Maass, Chairperson; Jeffrey Monfort, Barry Erath, William Kutzke, David Tesch

Member excused: Fred Langbecker

Others present: Manager Poppy, Director Jahncke, and Bill Welsh (Cable TV)

1. Roll Call

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

2. Approval of minutes from May 18, 2016

Motion by Maass, second by Kutzke to approve the minutes. Motion passed 5 to 0 on the call of roll.

3. Discussion and action on the resolution relative to the Statement of Project Intentions for Portage Municipal Airport.

Kutzke: Doesn't know if the relocation of the fuel farm can wait until 2018.

Maass: Stated that we are not held to the dates and the BOA will be starting July 1st.

Kutzke: Master Plan should be pushed further out.

Monfort: CCI is pretty busy and we may have to go on our own accord.

Poppy: Read a letter that said CCI is not able to fill our request at this time.

Poppy: If we can find volunteers to cut trees and donate the wood to the sweat lodge. If CCI would allow volunteers and have them sign a hold harmless agreement with CCI.

Erath: What about Huber inmates?

Maass: Not even an option to have Huber Inmates.

Poppy: We lost our night instrument until 2018.

Erath: The ones that need to do this are from other prisons.

Maass: We have the trees as 2016/2017 and that is where it should stay.

Kutzke: We need to get anything started and seal coating will be complete this year. We need approval from the prison for tree cutting.

Maass: Survey and tree inventory needs to be completed.

Jahncke: You would need to inventory the trees for bidding purposes.

Maass: Tree inventory is to make sure the trees are on Portage property. This is what is on City property, and to have private property owner know what to cut down on private property.

Maass: Using an outside company may not get paid for by BOA.

Erath: Wood has a value to a private contractor.

Kutzke: If the city could find a zero cost alternative it wouldn't have to through the BOA and do it on our own.

Motion by Erath to approve the Statement of Project Intentions resolution to be forwarded to Council for approval with the property acquisitions date changed to 2016-2018, the airport management plan be changed to 2017-2018, and the projects be in sequential order, second by Tesch to approve the resolution. Motion passed 5 to 0 on a call of the roll.

4. Discussion and action on transferring the Portage Airport's Entitlement funds to Iowa County Airport.

Jahncke: Explained that the airport is simply deferring the 2009 entitlement transfer from 2013 to 2017.

Motion by Monfort, second by Tesch to approve the transfer. Motion passed 5 to 0 on a call of the roll.

5. Reports

a. Director Public Works' report

We are waiting to hear back from Wendy at the BOA regarding the conference call. Micro surfacing project was approved and forwarded Mike Gabor at the BOA.

b. Manager's report

Struck and Irwin will be starting around September 1st. Received a pavement report today main runway was in good condition and cross wind runway was in poor condition.

6. Discuss and set the date for the next meeting.

July 20, 2016 at 7p

7. Adjournment

Motion by Tesch and second by Maass. Motion passed. The meeting adjourned at 7:59 p.m.

Aaron J. Jahncke, Director of Public Works

Date Approved: 08/17/2016