

**City of Portage  
Airport Commission Meeting  
Wednesday, November 19, 2014, 7:00 p.m.  
City Municipal Building, 115 West Pleasant Street  
Conference Room One  
Agenda**

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

1. Roll Call
2. Approval of minutes of previous meeting
3. Discussion on development of long-term plan for airport
4. Adjournment

**City of Portage  
Airport Commission Meeting  
Tuesday, October 28, 2014, 7:00 p.m.  
City Municipal Building, 115 West Pleasant Street  
Conference Room One**

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

Others present: John Poppy (Manager), Bob Redelings (DPW), Mayor Tierney, Administrator Murphy, Director Sobiek and Craig Sauer (PDR)

1. Roll Call
2. Approval of minutes of previous meeting on August 13, 2014

Motion by Klapper, second by Tesch to approve the minutes. Motion passed 5 to 0 with Kutzke abstaining.

3. Review and possible action of claims

Claims were submitted by Kraemer for \$247.60 for crushed rock (applied by the public works crew to correct a drainage issue) and by Crack Filling Service for \$3,000 for performing crack filling. Manager Poppy was informed that the crack filling was pre-paid when the material was delivered last year. Redelings indicated the material was pre-paid, but didn't think the labor was.

Motion by Erath, second by Langbecker to approve the invoice from Kraemer and to pay the invoice to Crack Filling Service if it hadn't been pre-paid. Motion passed 6 to 0 on call of the roll.

4. Update on deer abatement

Administrator Murphy stated that the process is underway to have 2 Portage police officers conduct the abatement during evening hours from January 31 to March 31, 2015. \$1,700 in start-up costs (including silencers) has been used from the nuisance abatement fund and an Agreement is being developed with the Police Union. Up to 100 deer may be harvested and the DNR has waived the \$250 permit fee. The officers are entitled to 2 deer each and the process has started to get volunteers to distribute deer to City residents and the food pantry.

5. Update on status of 2014 projects

Manager Poppy indicated that he anticipates a few small expenses will be forthcoming to replace REILs and purchase wind-socks.

6. Review and possible action on 2015 Budget

Administrator Murphy indicated that \$5,000 could be encumbered for use on 2015 projects.

Motion by Maass and second by Tesch to encumber \$4,000 from account 350 and \$1,000 from account 294 for 2015 projects. Motion passed 6 to 0 on call of the roll.

7. Manager's Report

Manager Poppy was informed that the primary runway is due for a slurry seal and it's grant eligible. The City's 20% share would be between \$12,000 and \$14,000. Following crack filling in 2015, the slurry seal could occur in 2016.

8. Closed session

The Commission will go into closed session pursuant to Wisconsin State Statutes 19.85(1)(e) for discussion of the investment of public funds and possible intergovernmental agreement in regard to the airport.

Motion by Klapper, second by Tesch to go into closed session at 7:39 p.m. Motion passed 6 to 0 on call of the roll.

Langbecker left the meeting at 8:45 p.m.

9. Adjournment

Motion by Tesch, second by Kutzke to adjourn. Motion passed 5 to 0 on call of the roll. The meeting concluded at 8:48 p.m.

Respectfully submitted,

Robert G. Redelings, P.E., City Engineer