

MENOMONIE AIRPORT COMMISSION

Wednesday
February 19, 2025
6:00 PM

City Council Chambers, City Hall (800 Wilson Avenue)



Regular Meeting

1. Roll Call.
2. Public Comments.
3. Review Minutes from January 15, 2025 Airport Commission Meeting.
4. Review Minutes from January 29, 2025 Airport Commission Meeting.
5. Discuss/Approve Increasing Private Hangar Lease Rates from in accordance with Minneapolis Federal Reserve Inflation Index when allowed by each hangar lease.
6. Airport Manager's Report.
7. Set Next Meeting Date/Time.
8. Closed Session:
 - a. Motion to convene in closed session under Wisconsin Statues 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session: Gibson Aviation Services, LLC Performance Review. (Roll Call Vote).
9. Return to Open Session:
 - a. Motion to reconvene in open session under Wisconsin Statues 19.85(2). (Roll Call Vote).
 - b. Airport Commission may take action on items under discussion in closed session and/or report action taken in closed session, if any.
10. Adjourn.

“PUBLIC ACCESS”

Notice is hereby given that members of the Common Council may be present at the foregoing meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W.2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.

NOTE: Upon reasonable notice, efforts will be made to accommodate individuals with disabilities. For additional information or to request the service, contact the City Clerk or the City Administrator at 232-2221.

**PLEASE CONTACT PAM at (232-2221 x1000) or pwildner@menomonie-wi.gov
IF YOU ARE UNABLE TO ATTEND THE MEETING.**

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Menomonie Airport Commission

Meeting Minutes

January 15, 2024

The Menomonie Airport Commission was called to order by Dr. Dan Johnson at 6:00 pm on Wednesday, January 15, 2025 in the Conference Room of the KLUM Terminal Building. Other Commission Members present included: Randy Sommerfeld, Earl Wildenberg and Kerry McCauley. Others in attendance included: Eric Atkinson (City of Menomonie), David Schofield (City of Menomonie), Darrel Gibson (Gibson Aviation), Ron Riek, Reuben Riek, Tim Olson, Jim Tennesen, Eric Gates, Jason Frank, Zach Shaha, and Ross Nelson.

Johnson asked for public comments. Tim Olson indicated that he would prefer that the fuel surcharge not be increased and that he would instead prefer to pay via property taxes.

Sommerfeld moved to approve the November 13, 2024 minutes. Seconded by Wildenberg. Motion carried.

Johnson asked for discussion regarding the proposed Minimum Standards updates. Schofield and Atkinson shared preliminary comments from City Staff regarding restrooms, insurance requirements, parking, operators based elsewhere, fees, City Code references. McCauley noted that airport users are generally courteous and so he felt that the parking standards are unnecessary. Atkinson noted that reducing the minimum standards would limit the ability of the Airport to address discourteous actions. Johnson noted that Lee was unable to make it tonight and would likely have additional comments. Johnson indicated that this would be placed on a future agenda for additional discussion. No action taken.

Schofield provided an update regarding SEH's work on the Master Plan, AWOS and Cracksealing projects. Waiting on contracts with WisBOA. Schofield noted that SEH is also assisting with CTAF frequency change request. No action taken.

Schofield provided a copy of the 2025 Budget and 2024 Actual cost-to-date. Schofield noted that the airport operated at a deficit of at least \$65,000 in 2024. Atkinson noted that the Mayor has asked all department heads to find ways to reduce budget shortfalls in their departments to the extent possible and has expressed a desire for the airport to consider doing the same. Schofield noted that the airport contributes to economic development efforts in the City whose value is not easily calculated. No action taken.

Schofield noted that several individuals have inquired about the North Hangar Area and asked for the Commission's guidance as to what the lease rate would be. Private hangars are \$240 per year which works out to approximately \$0.09 per square foot. By comparison, Eau Claire and Boyceville charged \$0.34 cents and \$0.21 per square foot, respectively, as of June 2023. Johnson noted that the private hangar lease rates have not been updated in many years and are probably due for a review. Johnson noted that the federal reserve inflation rate would support an increase to \$0.13 per square foot. Sommerfeld moved to Approve a North Hangar Area Lease Rate of \$0.13 per square foot of buildable space per year. Seconded by Wildenberg. Motion carried.

Gibson provided the Airport Manager's Report. No action taken.

Schofield noted that property taxes for buildings, fixtures and improvements on leased lands (i.e. hangars) are now billed to the landowner (i.e. City). Schofield noted that the City will be issuing an invoice to each hangar owner for their share. No action taken.

The next meeting is tentatively planned to be held on February 19, 2025. No action taken.

Wildenberg moved to adjourn at 7:00 pm. Seconded by Sommerfeld. Motion carried.

Submitted by: David Schofield, Recording Secretary

Menomonie Airport Commission
Meeting Minutes
January 29, 2025

The Menomonie Airport Commission was called to order by Dr. Dan Johnson at 6:08 pm on Wednesday, January 15, 2025 in the City Council Chambers at City Hall (800 Wilson Avenue). Other Commission Members present included: Randy Sommerfeld, Earl Wildenberg and Steven Lee. Kerry McCauley was absent. Others in attendance included: Eric Atkinson (City of Menomonie), David Schofield (City of Menomonie).

No public comments were received.

Sommerfeld moved to go into closed session under Wisconsin Statutes 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified business, whenever competitive or bargaining reasons require a closed session to discuss Gibson Aviation Services, LLC Performance Review. Seconded by Wildenberg. Motion carried unanimously.

Sommerfeld moved to reconvene in open session under Wisconsin Statutes 19.85(2). Seconded by Wildenberg. Motion carried unanimously.

Wildenberg moved to direct Lee and Johnson to craft a draft letter to Gibson Aviation Services, LLC outlining the Airport Commission's expectations. Seconded by Sommerfeld. Motion carried unanimously.

Wildenberg moved to adjourn at 7:02 pm. Seconded by Sommerfeld. Motion carried.

Submitted by: David Schofield, Recording Secretary



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