

The Airport Commission met at the Black River Area Airport on January 9, 2025 at 5:30 P.M. Commissioners Desiree Gearing-Lancaster, Garth Rolbiecki, Dale Hoff and Kylee Wussow present. Other attendees included Airport Mgr. Frank Voge, Dale Klevgard, Larry Lunda, and SEH Representative Josh Holbrook.

1. The meeting was called to order at 5:30 P.M. by Chairperson Gearing-Lancaster.
2. Review of Meeting Minutes. Discussion of changes to prior meeting minutes. Approval adjourned to next meeting.
3. Vouchers: Manager Voge provides transaction report. Motion by Commissioner Hoff to approve; seconded by Commissioner Rolbiecki. Motion carried.
4. Manager Voge submitted report to committee:
 - a. Cody Campbell was hired to assist with snow plowing and has worked out well.
 - b. Committee updated on equipment status.
 - c. The Permit to Operate is complete and posted.
 - d. The underground tank inspection is complete and certification posted.
 - e. Hanger B3 has been sold and the lease/lot fee has been submitted.
5. Discussion of FAA Entitlement Funding and the use of funds: Manager Voge and Dale Klevgard propose to use funding for a fuel system update. The fuel system control head is 20 years old and needs to be replaced, as parts are not available for this anymore. Klevgard explains past process and what the new process would look like. The upgrade would be around \$15,000 and first year subscription is included on this cost. Klevgard outlines how this would be in the best interest of the airport and the cost analysis. This would increase fuel cost of ten cents per gallon. Motion by Commissioner Hoff to approve; seconded by Commissioner Wussow. Motion carried.
 - a. Master Plan: Josh Holbrook of SEH made presentation to the committee. Review of ACIP complete, the next step is the consultant selection process. His advice is to push ahead aggressively.
 - b. Airport Employee Wages: Dale Klevgard informed the committee that the wages have been the same for the entire time that he was the manager and are still the same and outlines the amount of work that goes into the job. Commissioner Rolbiecki requests additional information of wages for airports of same type of airport and bring to the next meeting for comparison.
 - c. The committee held discussions of airport taxes and the appropriate name to assign it. Larry Lunda offered suggestions. Larry will research more and will update committee.

6. Next Meeting: April 3, 2025 at 5:30 P.M. at the airport.
7. Motion by Commissioner Rolbiecki to adjourn, seconded by Commissioner Hoff., motion carries. Meeting adjourned at 6:11 AM.

Respectfully submitted by,
Kylee Wussow
Airport Commission