

The Airport Commission met at the Black River Area Airport on January 15, 2026 at 5:30 P.M. Commissioners Desiree Gearing-Lancaster, Ed Chamberlain, Garth Rolbiecki, Dale Hoff and Kylee Wussow present. Other attendees included Airport Mgr. Frank Voge, Larry Lunda, Melissa Underwood, Josh Holbrook, City Administrator Brad Chown, and Real Property Lister/GIS, April Riley.

1. The meeting was called to order at 5:30 P.M. by Chairperson Gearing-Lancaster.
2. It was moved by Commissioner Rolbiecki; seconded by Hoff to approve the October 2025 minutes. Motion carried.
3. It was moved by Commissioner Chamberlain; seconded by Wussow to approve the financial vouchers presented by Voge. Motion carried.
4. Airport Mgr. Voge presented his report:
 - a. Financial Status: discussion of Transaction Report by Account.
 - b. Fuel System Upgrade: nothing to report at this time.
 - c. Master Plan Project: Josh Holbrook and Melissa Underwood provide update from SEH; have been awaiting the contract and funding from BOA; presentation of Master Plan process.
 - d. Creation of Special Hanger Parcels: presentation by Brad Chown. Hangers need to be assessed as real property, as rules have changed. Airport maintenance fees will come directly to the owner as a tax bill. Ethan Remus, Hurlburt & Remus Surveying, Inc., proposed cost to create metes and bounds legal description for hangers. April Riley and Brad Chown provided details of this process. It was moved by Commissioner Chamberlain to approve surveying cost, not to exceed \$4,500; seconded by Rolbiecki. Motion carried. Leases will be changed to reflect the removal of the airport maintenance fee.
 - e. Airport Perimeter Fencing Maintenance: Coordination with city on inside and outside went well, only minimal obstructions remain.
 - f. Airport Hanger Leases: all invoices have been sent out, some payments are coming in.
 - g. Runway 8 Tree Obstructions: still two trees that need to come down, will get taken care of in the spring.

Next Meeting: April 16, 2026

4. Moved by Commissioner Hoff to adjourn; seconded by Rolbiecki. Motion carried at 5:56 PM.

Respectfully submitted by,
Kylee Wussow
Airport Commission