

Approved: August 13, 2026

**EPHRAIM-GIBRALTAR AIRPORT COMMISSION
REGULAR MEETING
THURSDAY, JULY 9, 2026
GIBRALTAR TOWN CENTER
4097 MAIN STREET, FISH CREEK WI 54212
8:00 A.M.**

Call to order: The Ephraim-Gibraltar Airport Commission meeting was called to order by Chair Drajesk at 8: a.m.

Roll call/quorum: Members present: Jeff Drajesk, Gary Glojek, Mary Houck, Tim Halbrook (arrived at 8:05 a.m.) Rich Bierman via Zoom. Members absent: Scott Pearson, excused. Also present: Travis Thyssen.

Agenda/proper notice/adopt agenda: Drajesk confirmed agenda had been properly noticed. Drajesk advised agenda would be amended to combine items 6-8. *Motion (Glojek/Houck) to adopt agenda as amended. Carried.*

Approve minutes of previous meeting(s): *Motion (Glojek/Houck) to approve minutes from June 18, 2026 meeting as written. Carried.*

Public comment: None.

Right of first refusal hangar A-4, sale of hangar A-4 from Mary Houck to Fabian Waleffe and recommendation to enter into lease with Fabian Waleffe: Discussion included proposed sale of Hangar A-4 from Mary Houck to Fabian Waleffe for \$60,000 and issuance of a new lease under the Commission's current lease terms. *Motion (Bierman/Glojek) to waive right of first refusal for Hangar A-4, approve sale of Mary Houck's interest in Hangar A-4 to Fabian Waleffe and recommend Town and Village enter into lease agreement with Fabian Waleffe for Hangar A-4. Carried. Houck abstained.*

Consideration of fuel price: Drajesk reviewed current fuel pricing, recent fuel purchase costs and comparable prices at neighboring airports. Discussion included maintaining competitive pricing while generating sufficient revenue from fuel sales. Commission also discussed monitoring wholesale fuel prices and adjusting retail pricing as future fuel purchases are made. *Motion (Halbrook/Glojek) to leave fuel price at \$6.01 per gallon. Carried.*

Airport Manager Report: Thyssen reported Hal Davis of the BoA will be conducting an FAA Form 5010 (Airport Master Record) inspection on July 10. Bierman reviewed definition of 5010 inspection. Commission discussed runway lighting repairs, rotating beacon maintenance and importance of maintaining documentation of ongoing repairs. Thyssen advised construction has begun on new hangars with no complaints received regarding construction activities. Airport staffing following recent attendant no-show and need to establish procedures for reporting absences and obtaining shift coverage was discussed.

Airport report: Drajesk reminded members of Airport Master Plan open house scheduled for July 9 from 4 to 6 p.m., to be facilitated by TKDA with participation from Westwood Engineering and BoA. Drajesk reported Master Plan identifies potential airport improvements over next 20 years and will be used to solicit public input. Drajesk also reported on discussions with BoA regarding Runway Protection Zone (RPZ) associated with future runway extension. Existing height

restrictions may not be sufficient and additional easements may be required. Building Committee inspection recommendations were reviewed and Thyssen clarified recommendations are advisory only. Commission discussed several maintenance items including installation of a kick plate on the terminal door, repainting fuel sign, brushing and mowing. Halbrook will order stainless steel kickplate for door. Deer management efforts at the airport were discussed.

Friends Report/maintenance update: Glojek reported positive public feedback received during the airport anniversary celebration, noting several attendees were unaware of the airport and expressed appreciation for the event. Friends of the Airport will continue assisting with maintenance projects identified during the Building Committee inspection.

Review Payables (monthly-year-end) *Motion (Halbrook/ Glojek) to approve payables as presented. Carried.*

Set next meeting date: Thursday, August 13, 2026 at 8:00 a.m.

Adjourn: *Motion (Houck/ Glojek) to adjourn at 8:35a.m. Carried.*

Respectfully submitted,

Laura Reetz, Clerk