

MINUTES OF THE BOARD OF AIRPORT COMMISSIONERS – JUNE 6TH 2016

A meeting of the City of Prairie du Chien Board of Airport Commissioners was held on Monday June 6th 2016 at 12:00 PM in City Hall. In the absence of a Chairman, City Administrator Aaron Kramer called the meeting to order.

GENERAL ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call** – All present (one vacancy) CITY STAFF PRESENT – City Administrator Aaron Kramer
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Felch SECOND: Hager VOTE: 5-0
- 3. APPROVAL – Minutes of the January 14th 2016 meeting** – MOTION: Hager SECOND: Hayes-Hall VOTE: 5-0

NOTE: Al Szymanski (MSA Professional Services, Inc.) joined the meeting via phone (12:00-12:25 PM).

ACTION ITEMS

4. DISCUSSION AND ACTION – Construction of new Airport Terminal Building (Preliminary Plans)

A new terminal building is scheduled for construction in 2016. Szymanski provided an overview of the project and timetable. He said bids are due back on June 23rd on the project, with construction scheduled to be completed sometime in the spring of 2017. He said the bid includes three (3) alternates: 1) a standing seam steel roof in lieu of asphalt shingles, 2) a natural cut stone veneer in lieu of brick, and 3) demolition of the existing terminal building or removal of the building from the airport. Kramer and Szymanski also discussed an ongoing issue with the FAA regarding the relocation of the remote communications outlet (RCO) system. No formal action was taken.

5. DISCUSSION AND ACTION - Airport Six-Year Improvement Plan (2016-2021)

The Bureau of Aeronautics requires the City to approve the 6-year plan by resolution. The Board's recommendations will be forwarded to the Common Council. Considerable discussion was held on the proposed projects, with several members expressing a desire to see an extension of the current runways being added to the plan at some point. Kramer said the amount of funding for all future projects will not be known until the new terminal building project is complete. ACTION: To recommend the Council approve the following projects in the following sequential order: 1) construction of a partial parallel taxiway, 2) construction of a snow equipment storage building, 3) purchase of new storage equipment, and 4) construction of a perimeter fence, with a request being send to the Bureau of Aeronautics to explore the feasibility and cost of extending the current runways. MOTION: Hayes-Hall SECOND: Kendall VOTE: 5-0

6. ADJOURNMENT (12:46 PM) – MOTION: Felch SECOND: Dyer VOTE: 5-0

Submitted by City Administrator Aaron Kramer