

**MINUTES**  
**Village of East Troy**  
**Airport Advisory Committee**  
**August 10, 2015**

1. Call to order – Meeting called to order at 7:05pm by Ann Zess  
Present – Ann Zess, Chairperson, Walter Watkins, Airport Manager/FBO, Mike Starck, Sam Taber. Matt Johnson, Don Volland  
Also Present: Dale Graves, Charlie Christiansen
2. Citizen Participation – None
3. July, 13, 2015 Minutes were approved by the committee
4. Old Business:
  - a. Friends of the East Troy Airport Open House – This was held Sunday August 9, 2015. This event was well received by the public and even though the clouds were low, there were over 900 breakfasts served, but only a few airplane/helicopter rides given. Don Volland reiterated the overall objective of the open house is to build the relationship between the community and airport. This objective seems to have been met, due to the incredible turnout and positive comments by the people in attendance. For the 2016 Open House, Ann would like to get at least two high school groups, 1 group to help set up on Saturday, and 1 more to help clean up on Sunday afternoon.
  - b. Airport Layout Plan update – The Bureau of Aeronautics will initiate with an engineering firm. No word on the progress of this. Walter will follow up with Andy.
  - c. Update on Engineering plans for the 2016 taxiway project – Walter will follow up with Andy at the State to see if an engineer has been chosen.
  - d. Lease Renewals for 2016 – How to contractually address this? Discussed the Municipal Cost Index
5. New Business:
  - a. YTD Revenue/Expense Report through July 2015 – Judy Spaight provided us with all the expenses for each category for the year to date. This was very helpful to the committee in seeing trends, especially in electricity usage, etc. Mike Starck noticed in March and April that someone had turned the electric heaters on high in the bathrooms. Most likely some of the spike in electricity was due to that. As well, the Papi lights were wired to be on 24/7, as recommended by the BOA, as well as this was done at the same time as the wiring was run for the AWOS system, which also needs to be on 24/7. Most likely will be short on revenue due to room tax and some of the other revenue categories.

- b. Operating Budget/Capital Budget – If the airport spends the total amount of \$562,656, the Village portion would be approximately \$28,000
  - c. Invitation from the East Troy Community Development Alliance for members of Airport Advisory Committee to come and share information about the airport with members of committee. This meeting will take place Wednesday August 19, 5:30 at the Grist Mill. Ann, Walter, Matt, and Sam will plan to attend.
  - d. Building Codes for hangers – The majority of hangers are classified A2 – Aircraft storage – grandfathered if no changes. If changes are made to the hangar there are some very restrictive rules on fire suppression requirements, which requires access to a city/village water system. Walter was going to talk to State Bureau on how people in small airports are able to comply with these restrictive and expensive rules.
6. Miscellaneous Business – Walter received a letter from Division of Transportation Investment management Division regarding the Wisconsin Pilot Weather Briefing System that they are requiring to replace our current outdated system. This is located in the FBO building. It is an 80/20 cost split. It will run a total of \$93 per month with \$18.60 being the Airport's monthly commitment or \$223.20 per year.

Adjourn at 8:15pm

7. Next Meeting – September 14, 2015, 7pm at 2085 Hwy L – FBO meeting room

Submitted by: Ann Zess, Airport Advisory Committee Chairperson