

## MINUTES

**Chippewa Valley Regional Airport Commission**  
**Friday, May 20, 2022, 7:30 a.m.**  
**Airport Terminal Conference Room**  
**3800 Starr Ave, Eau Claire, WI**

**MEMBERS PRESENT:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, David Hirsch, Peter Hoeft, Chuck Hull and Barry Wells were present.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Mike Mooney and Melissa Galvan-Peterson-Volaire Aviation, Amy Michels-Mead & Hunt, Heather DeLuka-Airport Neighborhood Association, Jeff Husby and Shawn Styer-Hawthorne Aviation, Youa Vang, Spring Klima, Johanna Wallner & Penny Asplund-SkyWest Airlines, Mary Hanson-Eau Claire, Charity Zich-Airport Director, Todd Norrell-Airport Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist and other members of the public were present.

1. **Call to Order:** Chair Bill Hilgedick called the meeting to order at 7:30 am.
2. **Confirmation of Meeting Notice:** The meeting was noticed.
3. **Roll Call:** Commissioners Rick Bowe, Scott Francis, Bill Hilgedick, David Hirsch, Peter Hoeft, Chuck Hull and Barry Wells were present.
4. **Approval of Minutes:**
  - a. **April 20, 2022 Regular Commission Meeting:**

**On a motion by Com. Wells, seconded by Com. Hull, the minutes of the April 20, 2022, meeting were approved as submitted.**  
*(Ayes 7-Nayes 0)*
5. **CVRA Finance and Activity Reports:**
  - a. **Expense Vouchers, Credit Card Charges and Financial Report:**

**On a motion by Com. Francis, seconded by Com. Wells, the expense vouchers were approved as submitted.**  
*(Ayes 7-Nayes 0)*
  - b. **Key Indicators:**
    - **Airline Operations**

Airline Enplanements are up for the month and for the year.
    - **Car Rental Operations**

Cars rented are up for the month and for the year.
    - **Tower Operations**

Tower Operations are down for the month and for the year.

- c. **Hangar Occupancy:** We are at full occupancy with multiple individuals on the t-hangar and box hangar waiting lists.
6. **Public Comment Period:** Jeff Husby noted that the Pancake Breakfast/Fly-In held on 5/6 was a huge success. There were more than 300 attendees and nearly 40 aircraft that flew in. Heather Deluka inquired about the security upgrade noted in the packet, Mary Hanson inquired about how the Eau Claire daily flight schedule will look now and Johanna Wallner read a prepared statement requesting the Airport Commission reconsider SkyWest's proposal to continue service.
7. **Operational Matters:**
- a. **Airport Operations Report**
- **Airport Community Outreach:** The Commission reviewed the Airport Community Outreach opportunities and events. The Airshow Neighborhood Meeting will be at the Airport on May 25<sup>th</sup> and the Chippewa Valley Airshow will be June 4-5.
- b. **Airport Strategic Plan Update/Review:** None
- c. **Project Summary**
- **AIP 48 - Rwy 4/22 and Taxiway A Rehabilitation – FY22:** The Taxiway Project began on May 16<sup>th</sup> and the Rwy 4/22 rehab portion of the project is scheduled to begin on June 6<sup>th</sup>.
  - **AIP 49 - ARFF Building Reconstruct– FY22:** Phase I of project began on May 16<sup>th</sup>.
  - **AIP 50 - Master Plan Update – FY22:** Grant application submitted.
  - **AIP 51 - Phase II Design and Construct Wildlife Fence and Wildlife Study Recommendations – FY22:** Working on bid documents.
  - **Airport Parking Equipment Replacement – FY22:** No update
  - **Corporate Hangar Construction – FY22:** Project scheduled for site work to begin in June.
  - **2022 Hangar Construction – FY22:** Working on design.
8. **Previous Business:** None
9. **New Business:**
- a. **Review of Airline Service Proposals, Request from SkyWest Airlines and Letter of Community Support to US DOT:** Mike Mooney, the CVRA Air Service Consultant from Volaire Aviation, presented an air service proposal summary for the three airline proposals that were received for EAU. Commissioners extensively discussed the various proposals and their impact on local passenger utilization.
- On a motion by Com. Wells, seconded by Com. Bowe, the Commission approved recommending the Sun Country EAS Proposal to the US DOT.**
- (Ayes 6-Nayes 0)*

SkyWest Airlines requested the Airport consider writing the US DOT to agree to allow them to reduce to one daily frequency for the remainder of their service at CVRA. Commissioners agreed that one well timed arrival and departure would be just as effective as the two poorly timed arrivals and departures that would likely occur if we did not agree to reduce the frequency.

**On a motion by Com. Francis, seconded by Com. Hoefl, the Commission approved the recommendation to transition to one flight per day contingent upon an early AM departure and late PM arrival.**

*(Ayes 6-Nayes 0)*

**b. Contract with Aviation Security Consulting, Inc.**

**On a motion by Com. Bowe, seconded by Com. Hull, the contract with Aviation Security Consulting, Inc. was approved as submitted.**

*(Ayes 6-Nayes 0)*

**10. Discuss Future Agenda Items:** Parking updates.

**11. Set Future Meeting Dates and Times:** The next Regular Commission Meetings are planned for June 21<sup>st</sup>, July 22<sup>nd</sup> and August 19<sup>th</sup>.

**12. Adjournment:**

**On a motion by Com. Francis, seconded by Com. Hull, the meeting was adjourned at 9:42 am.**

*(Ayes 6-Nayes 0)*

**Respectfully Submitted,**

**Scott Francis, Secretary**