

MINUTES

Chippewa Valley Regional Airport Commission
Friday, March 15, 2024, 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

MEMBERS PRESENT: Commissioners Bill Hilgedick, David Hirsch, Peter Hoefft, Chuck Hull, and Barry Wells were present. Scott Smith attended virtually.

MEMBERS ABSENT: Scott Francis

OTHERS PRESENT: Heather DeLuka-Airport Neighborhood Association, Shawn Styer-Hawthorne Aviation, Amy Michels-Mead & Hunt, Charity Zich-Airport Director, Todd Norrell-Maintenance Supervisor and Erin Switzer-Airport Administrative Specialist. Rob Sims- Mead & Hunt attended virtually.

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 Bill Hilgedick, David Hirsch, Peter Hoefft, Chuck Hull, and Barry Wells were present. Scott Smith attended virtually.
4. **Approval of Minutes:**
 - a. **February 19, 2024 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Hirsch, the minutes of the February 19, 2024 meeting were approved as submitted.
(Ayes 6-Nayes 0)
5. **CVRA Finance and Activity Reports:**
 - a. **Expense Vouchers, Credit Card Charges and Financial Report:**

On a motion by Com. Hoefft, seconded by Com. Wells, the expense vouchers were approved as presented.
(Ayes 6-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**

Airline Enplanements are up slightly for the month, but down slightly for the year. The Airport Director noted that the DOT will have an Airline RFP going out later this summer as their current contract with Sun Country for EAU expires 11/30/24.
 - **Car Rental Operations**

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

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

- c. **Hangar Occupancy:** There is one t-hangar vacancy.
6. **Public Comment Period:** Heather DeLuka inquired about how people can access the Master Plan chapters that have already been submitted. She also asked if the Airport has ever done a noise or environmental impact study and when the PFAS free foam from the Navy will be usable.
7. **Operational Matters:**
 - a. **Airport Operations Report**
 - **Airport Community Outreach:** Commissioners reviewed the Airport Community Outreach opportunities and events.
 - b. **Airport Strategic Plan Update/Review**
 - **Operational Review:** The March Operational Review covered Grounds Maintenance. The Airport Director noted that we will need to update our Strategic Plan soon as most of the current plan items have been completed.
 - c. **Project Summary**
 - **AIP 51 - Master Plan Update – FY22:** Rob from Mead & Hunt provided a status update. A late spring/early summer public meeting will be scheduled soon.
 - **AIP 54 - ARFF Truck Replacement – FY23:** In progress. The truck is expected to be delivered in May or June. The new truck will come with the new military specification fluorine free foam.
 - **AIP 55 - Phase II Fence Final Construction – FY23:** Construction is expected to begin in May.
 - **AIP 57 - South Hangar Construction – FY24:** Waiting for FAA to approve the Buy American documentation.
 - **Future AIP Project for Taxilane J, K and L Reconstruct – FY24:** There is a plan review meeting today and bids are scheduled for April.
 - **Terminal Tile Replacement – FY23:** The shop drawings are under review. A change order will be needed for the demo and repainting of the main entry columns that did not get included in the base bid.
8. **Previous Business:**
 - a. **Airport Hangar Waiting List Policy:** The Airport Director and Commissioners discussed the revised Airport Hangar Waiting List Policy.

On a motion by Com. Hirsch, seconded by Com. Hull, the Airport Hangar Waiting List Policy was approved as submitted.

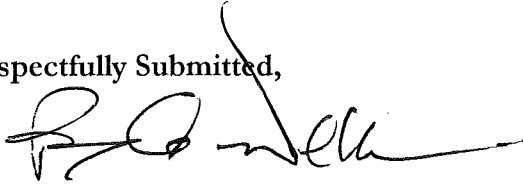
(Ayes 6-Nayes 0)
9. **New Business: None**
10. **Discuss Future Agenda Items: None**
11. **Set Future Meeting Dates and Times:** The next Regular Commission Meetings are planned for April 19, May 17, and June 21.

12. Adjournment:

**On a motion by Com. Wells, seconded by Com. Hoelt, the meeting
was adjourned at 8:20 am.**

(Ayes 6-Nayes 0)

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Barry Wells". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Barry Wells, Vice Chair