

MINUTES

Chippewa Valley Regional Airport Commission
Friday, June 26, 2024, 7:30 a.m.
Airport Terminal Conference Room
3800 Starr Ave, Eau Claire, WI

MEMBERS PRESENT: Commissioners Kirk Dahl, Scott Francis, Bill Hilgedick, Peter Hoeft, Chuck Hull, Scott Smith and Barry Wells were present.

MEMBERS ABSENT: None

OTHERS PRESENT: Mike Mooney and Melissa Galvan-Peterson-Volaire Aviation (virtually), Sue Schleppenbach-Great Planes Aviation, Shawn Styer-Hawthorne Aviation, Dan Templeton-Menard, Inc., Scott Rogers-Eau Claire Chamber, Allyson Wisniewski-Chippewa Falls Chamber, Heather DeLuka-Airport Neighborhood Association, Charity Zich-Airport Director, Todd Norrell-Airport Maintenance Supervisor, Erin Switzer-Airport Administrative Coordinator and other members of the public and media were present, both in-person and 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 Kirk Dahl, Scott Francis, Bill Hilgedick, Peter Hoeft, Chuck Hull, Scott Smith (left at 9:30 am) and Barry Wells were present.
4. **Approval of Minutes:**
 - a. **April 26, 2024 Regular Commission Meeting:**

On a motion by Com. Wells, seconded by Com. Hull, the minutes of the April 26, 2024 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. Hoeft, the expense vouchers and credit card charges for April and May were approved as presented.
(Ayes 7-Nayes 0)
 - b. **Key Indicators:**
 - **Airline Operations**

Airline Enplanements are up for April, down for May and up for the year.
 - **Car Rental Operations**

Cars rented are up for April, down for May and up for the year.
 - **Tower Operations**

Tower Operations are up for April and May and for the year. Prior to May, the last time tower operations exceeded 3,000 was in August 2012.

6. Summary of EAS Proposals

- a. **Volaire Aviation Presentation:** Mike Mooney, the CVRA Air Service Consultant from Volaire Aviation, presented a summary of the two essential air service airline proposals that were received for EAU.

7. Public Comment: Many members of the public provided comments regarding the EAS Proposals.

8. Previous Business: None

9. New Business:

- a. **Request from Hawthorne Aviation to Subcontract for Flight Instruction and Aircraft Rental:** Commissioners reviewed the Hawthorne request to subcontract to Link Aviation as a result of the impending acquisition of Gibson Aviation.

On a motion by Com. Wells, seconded by Com. Francis, the Commission approved the Hawthorne Aviation Subcontract request.
(Ayes 7-Nayes 0)

- b. **Airport Commission Annual Meeting:**

On a motion by Com. Francis, seconded by Com. Hull, the Commission approved the prior year financial statement.
(Ayes 7-Nayes 0)

On a motion by Com. Smith, seconded by Com. Hoeft, Bill Hilgedick was re-elected as Chair, Barry Wells as Vice-Chair and Scott Francis as Secretary.
(Ayes 7-Nayes 0)

- c. **Proposed Closed Session pursuant to Wisconsin Stat. s. 19.85 (1)(8) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, To wit: Deliberation of EAS Proposals**

On a motion by Com. Hull, seconded by Com. Wells, the Commission entered into closed session at 8:45 am on the following Roll Call Vote – Ayes: Com. Dahl, Francis, Hilgedick, Hoeft, Hull, Smith & Wells; Nayes: None. The Airport Director, as well as Mike Mooney and Melissa Galvan-Peterson from Volaire Aviation were also in attendance.

Commissioners returned from closed session at 9:58 am. Chair Hilgedick reported that the Commission did not take any action in closed session but requested further discussion with the airlines that submitted proposals. The Airport Director will set up a subsequent meeting in July for those discussions.

10. Discuss Future Agenda Items: 2025 Preliminary Budget and the Airport Director Performance Evaluation

11. Set Future Meeting Dates and Times: The next Regular Commission Meetings are planned for July 19, August 16 and September 20.

12. Adjournment:

On a motion by Com. Wells, seconded by Com. Hull, the meeting was adjourned at 9:59 am.

(Ayes 6-Nayes 0)

Respectfully Submitted,


Scott Francis, Secretary