Town of Washington
Airport Advisory Committee

Minutes
Tuesday, May 20th, 2013 1:30 p.m.
Rutledge Room

1.) Chairman Mike Berger called the meeting to order at 1:30 p.m. in the Rutledge Room.

2.) Roll Call was taken by Secretary Lu Beekman. Present in addition to Beekman and Berger were Ed Graf, and Gary Crites. Joel Gunnlaugsson was absent.

3.) Public Comments: No public comments were submitted at this time.

4.) Approval of Agenda: Motion by Berger, second by Crites to strike the Approval of Agenda from future agendas. Motion carried unanimously.

5.) Approval of Minutes: WIAAC 05/07/2013

Motion by Graf, second by Beekman to dispose with reading of the minutes. Motion carried unanimously.

- In reference to the Bylaws § 12.58 Membership, Section C, Subsection 1 & Section D, Subsection 1 & 2. Since Sections C & D are repetitive, it is recommended D (2) be struck from the body, thereby incorporating D (2) with C (1) (f) to read as '*own or occupy property located on Washington Island*'.

- Section C, Subsection 1 will be further amended to read '*with one or more of the following qualifications*'.

Motion by Graf, second by Crites to approve the bylaw amendments. Motion carried unanimously.

Motion by Graf, second by Crites to approve the minutes. Motion carried unanimously.

6.) Public Comments: No public comments were submitted.

7.) New Business:

A. DDBBQ – Non-aviation event planning.

- Present were Butch Gordon and Fred Hankwitz, representatives of DDBBQ.
- Event is planned to be open to the public on August 24th, 2013.
- Event is planned to be a mirrored event of last year however, they are increasing but limiting the number of teams to 30 due to site size. They are expecting over 250 people alone to run the event.
- Matters discussed were:
  - Access for tenant owners.
  - Better signage for airfield access and a list for the bouncer of authorized people.
  - Letters to hangar owners designating entrance routes and event dates.

- Letters to paid vehicle parking to relocate their cars to predestinated area.
- Public restrictions on airfield.
- Designate temporary tie-down area.
- Provide security for tie-downs
- Restrictions for Airport building use.

  - The Airport office will not be used. WIFI access will be provided.

  - The flush toilets in the Airport Building will be open to the public.
    - The pumping responsibility for the septic will be decided by the Town.

  - The garage portion of the Airport building will be used by the DDBBQ for garbage storage and fund security.
    - One key will be signed out to Butch Gordon who will have sole responsibility of security and access to the building. No one will have access to the building without being accompanied by Butch. Butch will sign the proper paperwork at the Town Office when receiving the key.

  - Written agreement will be obtained from Todd Waltrip to use his hangar for judging during the event. With adequate fencing this will keep the public within the event area.

  - Vehicle parking was discussed with suggested sites being the site East of the Airport or Danforth's property to the South. This will be determined by the DDBBQ. There will be no parking allowed along the Airport side of Airport Road. Efforts will be made to prevent the public from crossing the active airfield and/or runway to gain access to the event. Parking along the East side of Airport road is not restricted.

  - The taxiway buffer (rail fence) was removed last year to allow for more room. The buffer may be relocated to permanently allow that extra room.

  - The use of Waltrip's hangar will solve last year's problem of the public's access to the taxiway.
    - It was suggested to look into car owners leaving a key with the Police Department for emergency relocation of their vehicles.
    - Paid Parking tenants will be sent a letter advising them of the event and to relocate their cars.

  - A suggestion was made to the DDBBQ to have a per head sticker admission fee of $1.00 which would be revenue to the airport which could potentially exceed the $600.00 fee.
    - This would create revenue for improvements to the airport.
    - This would be fashioned after what the Lion's club does at the Fair.

  - It was discussed approaching the Town Board concerning the plans for clearing of the public use area of the airport to afford extra space for events.

B. 5 year (AIP) Airport Improvement Plan. Open discussion.

Suggested improvements to be included:

- AWOS (Automated Weather Observation System).
- Plugging / Reseeding the runways.
- Papi (Precision approach path indicator).
- Paving one or both runways.
- Paving of the tie-down area.
- Security measures (fences and/or cameras)
- Pilot's area for use other than access to Manager's office.
    - Possible improvement to Hangar #1.

C. Hangar Leases/Compliancy

- Consider present use of hangars
- Draft a stronger hanger lease
- Suggestions for stronger wording and recourse.
- Set standards for hangar inspections
- Ask Town Board for direction and support
- A key to all hangars's kept with the Police.

D. Bicycles

- Berger stated he has six donated bikes and he will make a rack.
- Use of bikes will be on the honor system.
- This should not interfere with local businesses.

E. Security

- Representatives from the Police Department have been invited to the next Airport Committee meeting.

8.) Next Meeting Schedule:

- Friday, June 31st, 2013, 6:30 p.m. in the Rutledge Room.

9.) Adjournment: Motion by Beekman, second by Crites to adjourn the meeting at 3:40 p.m. Motion carried unanimously.

Michael Berger

Joel Gunnlaugsson

Ed Graf

Gary Crites

Lu Beekman