

# Marshfield Airport Committee Minutes

August 18th, 2016

Meeting called to Order at 6:00 p.m. by Chairman John Berg

Present: Jack Bremer, Dan Maurer Chris Jockheck and Paul Knauf

Absent: None

Also Present: Dan Knoeck and Jeffrey Gaier

Citizens Comments: None

AP16-34 Motion by Knauf Second by Bremer to approve the Airport Minutes of July 14th, 2016, All Ayes,

Motion Carried

AP16-35 Motion by Maurer Second by Jockheck to approve the Airport Manager's August 2016 Report, All Ayes

Motion Carried

AP16-36 Motion by Knauf, Second by Jockheck to approve the August 2016 Activity Report, All Ayes

Motion Carried

AP16-37 Motion by Jockheck, Second by Bremer to approve the Airport Bills for August 2016, All Ayes

Motion Carried

Additional Citizens Comments: None

Motion by Maurer, second by Knauf to adjourn at 6:29 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

## Airport Manager's Report August 18th, 2016



We have received the application for the Fuel Permits for the fuel farm at the Marshfield Airport. It has been sent to Keith in Finance to provide the financial responsibility reports for the City. The permits are then being mailed back to the Wisconsin Department of Weights and Measures.

The fuel farm recently underwent an annual inspection at the Marshfield Airport. This is required inspection that we had completed by Northwest Petroleum. The inspection is to make sure that the system is working and working properly. We also had the filters changed.



Phillips 66 will be sending an independent assessor to Marshfield on the 23rd to assess the fuel farm at the airport. Duffy's Aircraft is a branded fuel distributor with Phillips 66. Phillips 66 has assisted the airport on the past by providing free upgrades to the computer within the credit card reader at the fuel farm. While the assessor is here, they will be looking over inspection documents on the fuel farm, documents on fuel types, maintenance inspections, etc.

On August 17th a representative of the Transportation Security Agency stopped by the airport for an inspection of the flight training records. The representative looks to see if the flight instructors are documenting new students and collecting information to prove that the student is a U.S. resident. There are additional procedures we need to and additional items we need to collect if the student is not a U.S. resident. Right now all our students at Duffy's Aircraft are U.S. born.

The Wisconsin Bureau of Aeronautics will be offering an Airport Operations and Land Use Seminar in Stevens Point, WI again this year. Attached is a tentative agenda and application if anyone is interested in going. Jeff will be attending.

AirVenture in Oshkosh had another successful year. We did see some traffic into Marshfield because of AirVenture. The traffic came to Marshfield to wait out weather because Marshfield happened to be an ideal spot to land. We don't receive as much traffic as the airports closer to Oshkosh receive, but we typically always have a few that stop in.

The Federal Aviation Administration (FAA) has issued a new rule making called part 107 for small unmanned vehicles (UAV), drones, radio controlled aircraft. As part of the licensing requirements, UAV pilots must register their aircraft if they fly outside and the aircraft weighs .55 lbs or more. The pilots are also required to obtain a drone pilot certificate. To get the certificate they must first complete an FAA written exam. The written exam will be available at Duffy's Aircraft on August 29th when it goes into effect. We have received numerous inquiries into the drone written exam. The UAV pilots like any other FAA test will need a passing score of 70% to pass the test. If they fail, they have to wait 14 days before they can retake the test. The test needs no endorsement from an instructor. If the UAV pilot passes the test, they can then file an FAA 8710-13 application on the FAA's Integrated Airman Certification and Rating Application (IACRA) system. The Written exam, 8710-13 form, and U.S. government issued driver's license can then be presented to a FAA representative, designated pilot examiner or flight instructor for the issuance of a UAV pilot license. This license can then be used by the UAV to fly the drone commercially. We expect to see an increase in the amount of written exams we give because of the new UAV test. Jeff presently has four people signed up to take the test on August 29th or after.



Existing pilots can complete an online application to have a drone license added to their certificate. The process for new drone pilots and existing pilots is meant to streamline the growing demand for commercial drone certificates. In the past a person would have to apply for a 333 certificate which would be a six month to year long process.

Duffy's Aircraft employed a new Inspector Authorized Aviation Mechanic this past month. Of the candidates who applied, Duffy's Aircraft selected Lee Taylor of Marshfield. Lee previously worked at the Experimental Aircraft Association, Kimberly Clark's Aviation division, and Gulfstream. Welcome aboard Lee.

This past month we saw several crop spraying operators come to the airport to use Marshfield for their operations. Clark County Sheriff did send a detective to visit us inquiring about one of the planes. Someone in Clark County reported a low flying plane. We did identify it as one of the crop sprayers.

Duffy's Aircraft will be hosting one of the last Flying Hamburger Socials of the season. We expect anywhere from 40 to 200 people to fly or drive in for the social on August 24th. The Wisconsin social



and national hamburger social is organized all by Jeff at Marshfield.

There may be a potential telecommunications line request to go through airport property. We were contacted to see if there were any phone line utility easements through the airport. At present we have an easement for a pipelines that go through the airport property. The Bureau of Aeronautics and Dan Knoeck have been informed of this request.

Happy Flying  
Duffy, Alice, Robert and Jeff  
Gaier



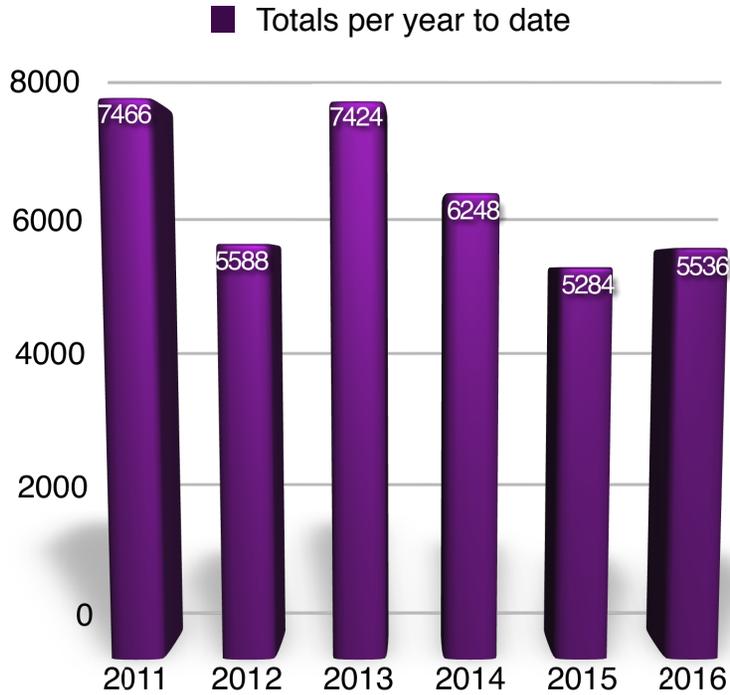


# Airport Activity Report August 2016

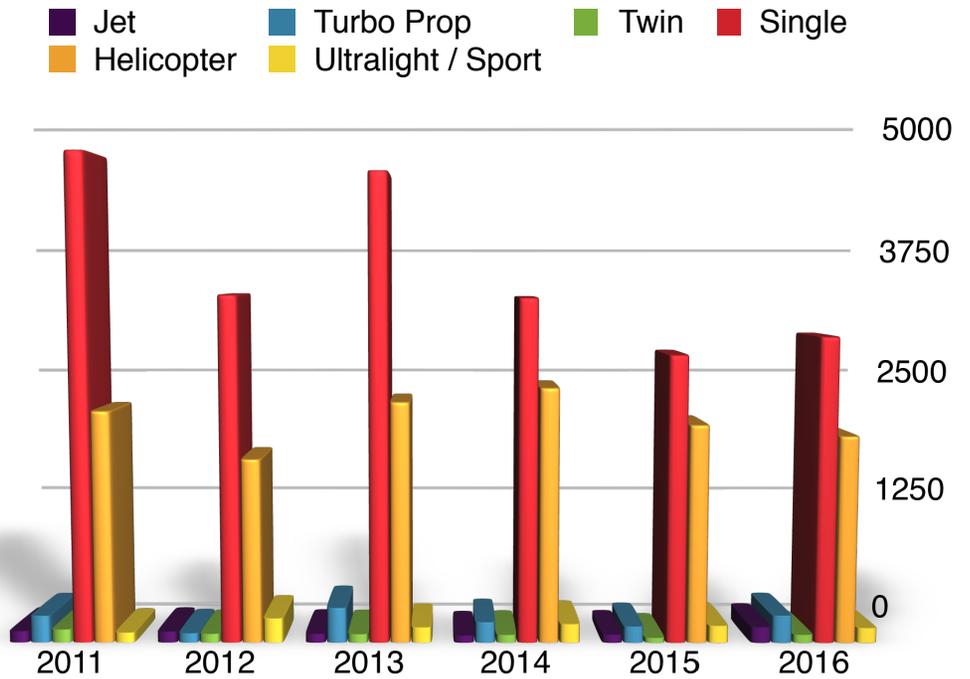


Departures and or Landings Information - Flight Operations - 35 Days Between Reports								
Year	YTD 2011	YTD 2012	YTD 2013	YTD 2014	YTD 2015	August 2015	August 2016	YTD 2016
<i>Jet</i>	110	106	86	70	80	10	20	152
<i>TurboProp</i>	256	90	334	198	158	12	40	262
<i>Twin</i>	126	84	82	76	48	6	16	78
<i>Single</i>	4660	3314	4470	3286	2748	420	580	2920
<i>Helicopter</i>	2218	1760	2304	2438	2086	242	346	1980
<i>Light Sport</i>	96	234	148	180	164	24	48	144
<b>Total</b>	<b>7466</b>	<b>5588</b>	<b>7424</b>	<b>6248</b>	<b>5284</b>	<b>714</b>	<b>1050</b>	<b>5536</b>
Passengers								
<b>Total</b>	<b>9951</b>	<b>7445</b>	<b>9763</b>	<b>9295</b>	<b>6280</b>	<b>952</b>	<b>1400</b>	<b>7305</b>
Local and Transient Traffic								
<i>Transient</i>	2400	1433	2716	2164	1820	286	420	2337
<i>Local</i>	5066	4155	4708	4086	3464	428	630	3199
Training Flights								
<b>Total</b>	<b>2497</b>	<b>3356</b>	<b>3624</b>	<b>2430</b>	<b>2816</b>	<b>478</b>	<b>735</b>	<b>3295</b>
Fuel Dispensed								
<i>Av Gas</i>	14664	15609	11638	13141	8613	1126	2284	8033
<i>Jet A</i>	19222	20796	29892	25475	22005	1422	8680	50350
<b>Total</b>	<b>36572</b>	<b>39703</b>	<b>47158</b>	<b>38616</b>	<b>30618</b>	<b>2548</b>	<b>10964</b>	<b>58383</b>
All Information In This Report Is Estimated Based On The Activity At The Airport For The Month. An Operation is considered a take-off or a landing.								

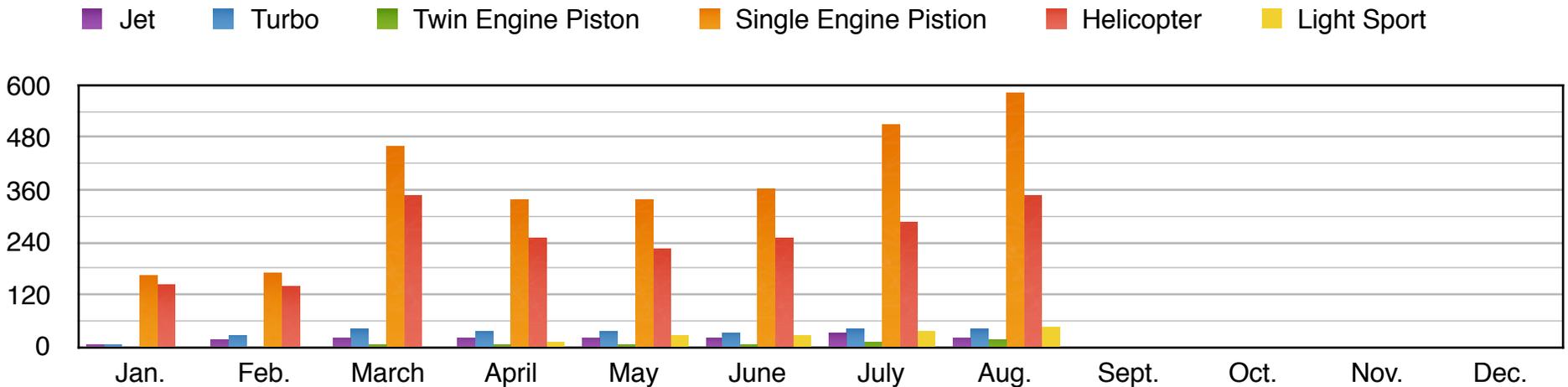
Flights Over the Past Five Years by the Present Month



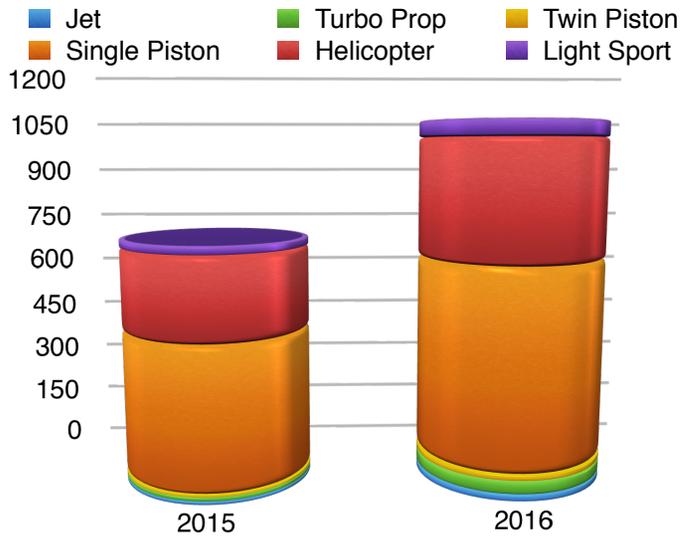
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



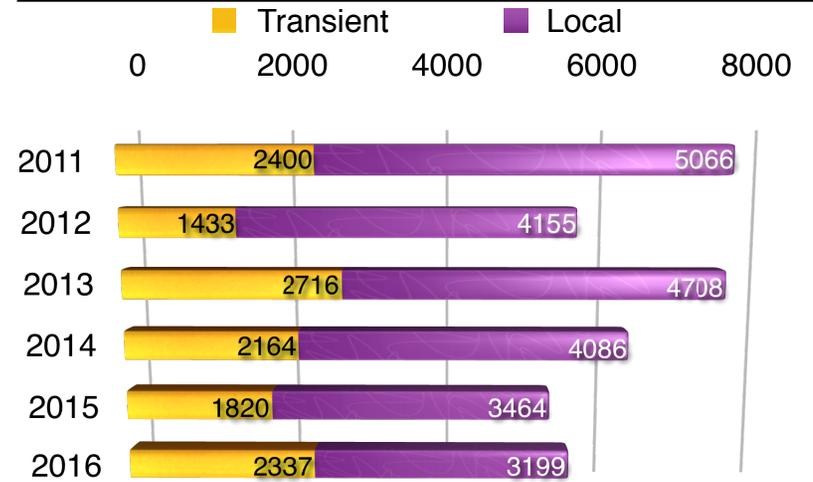
Operations by Aircraft for the Year of 2016



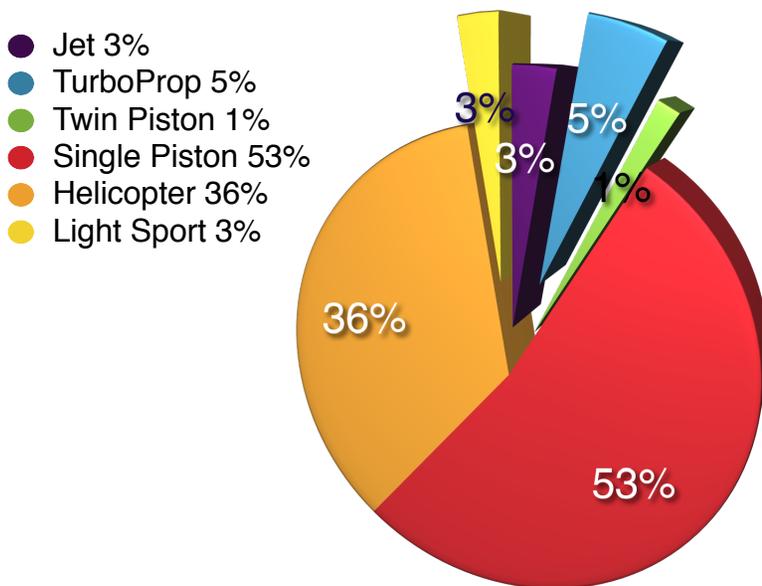
This Month Compared to the Same Month Last Year



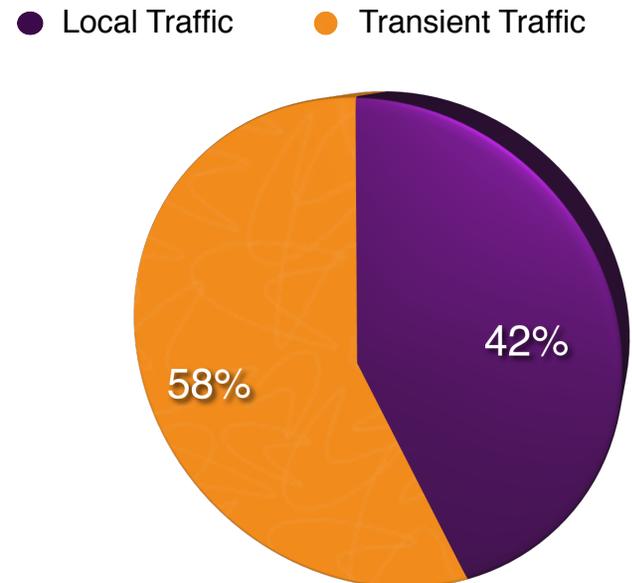
Transient Vs. Local Traffic



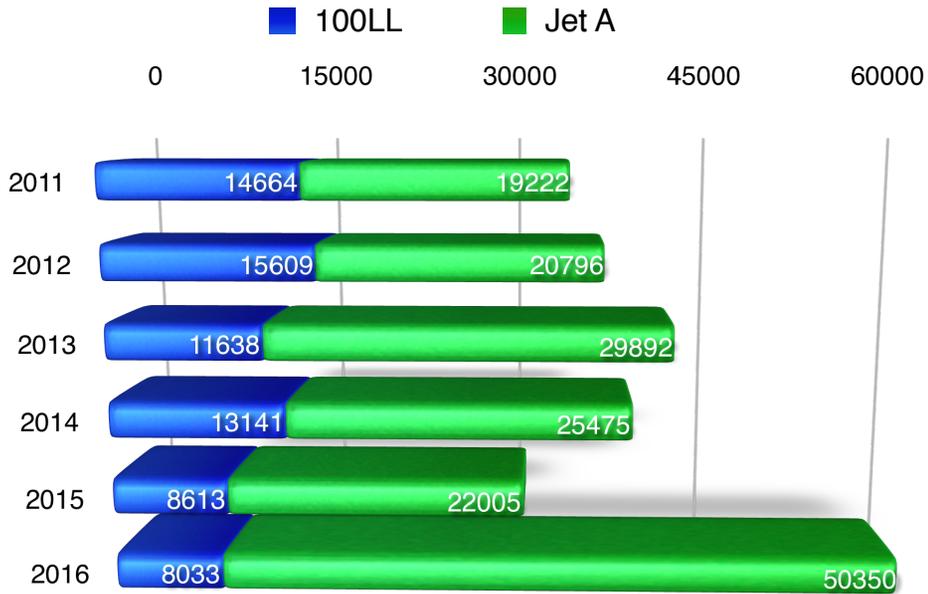
Percentage By Type Of Aircraft That Came Into Marshfield In 2016



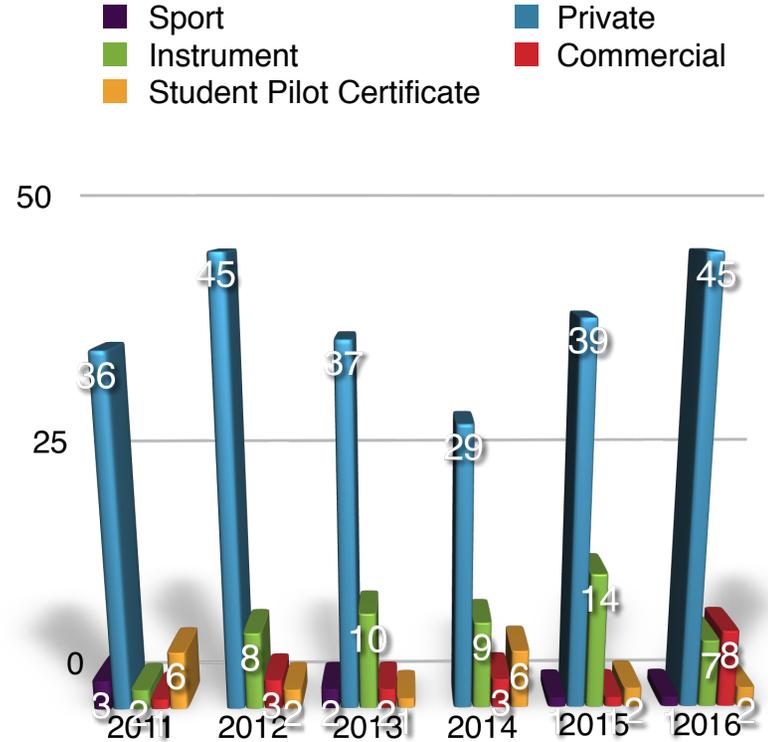
Percentage of Local Vs. Transient Traffic for 2016



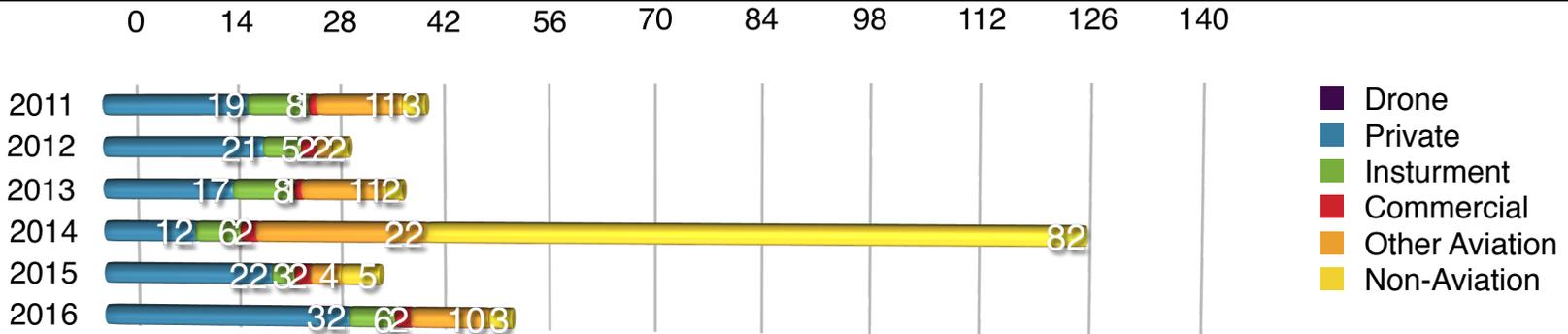
Fuel Sold - 6 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



# Individuals And Businesses That Have Used The Airport This Month

Duffy's Aircraft Sales and Leasing Inc.  
Aviation On Demand  
Spirit Transport  
Dan Hiller  
CrossWind Aviation LLC  
Wheelers Chevy Olds Pontiac Cadillac  
Inc.,  
Dan Wheeler  
Duffy Gaier  
Bob Gaier  
Jeffrey & Elizabeth Gaier  
Georgi Georgiev  
Don Halloran  
Howard Rand  
Steve Humphrey  
Mayo One (Medflight Eau Claire)  
Custom Fabrication and Repair  
Brian Barnett  
Kirk Haslow  
Haslow Farms  
Father Eric Berns  
David Vance  
Bruce Wineman  
Medevac (Medflight Wausau)  
Troy Rens  
Linus Snyder  
Todd Masephol  
Shennon Richter  
Life Link III (Medflight New Richmond)  
Enbridge  
Burrnett Co. Flying Service  
Michael Tyler  
Bob Thill  
Valley Medical - Fixed Wing Medflight  
Harry Dolan  
Am I High Aviation  
Wausau Flying Service  
Festival Foods  
Hawthorne Aviation (Medflight Fixed  
Wing Eau Claire)

LJ Aviation  
Roehl Transport  
Grupe Bryce  
P Gingrich  
Theda Star (Medflight)  
Patrick Colwell  
Thomas Pue  
Scott Singkofer  
Art Scottberg  
Steve Mickel  
Morey Airplane Company  
Randy Musack  
Wisconsin Aviation  
Jeff Veers  
MQ Aviation  
Matt Thomas  
Civil Air Patrol  
Dan Reis  
Brad Honish  
Derek Ahl  
Tim Hoefs  
Tom Jablonicky  
Dan Jurczyk  
Duane LeVoy  
Christine LeVoy  
Steve Mesner  
Landon Now  
Stick and Rudder Aviaiton LLC  
William O'Donnell III  
Jerry Dahl  
Kevin Valley  
Dana Bennis  
Henry Schwartz  
Brandon Lohr  
Jenny Wiegmann  
Philipp Grajewski  
Howard Rice  
Dale Kunitz  
Tyler Unertl  
Sarah Upton  
Kyle Keehner  
Christopher Boltz

Arnold Beamish  
Tyler Seamans  
Dennis Fischer  
Samuel Krah  
Paige Wallery  
Thomas Davis  
Ryan Krokstrom  
Amanda Brzezinski  
Owen Knutson  
Nathan Eversole  
Michael Noethe  
Cayley Dyni  
Pace Balster  
Jason Frank  
Ronald Falch  
Evan Nelson  
John Dorcey  
William McCullough  
George Plautz Jr.  
Mary Fredrick  
Joe Morten and Sons  
Barry Deyton  
Ronn DeNouden  
Thomas Brown  
Daniel McGiveron  
Steve Krueger  
jerry Fisher  
Curtiss Meister  
G. Whyte  
Reabe Spraying service  
R. O'Reilly  
Gregory Herrick  
Brandon Backspin  
Gary Shiner  
Sarah boltz  
Brian Wilson  
Don Hrabe  
John Beck  
Joh Harden  
Aviation Insurance Resources  
Doug Hoffman  
William Lloyd  
Douglas nemeth  
Dean Zimmerman  
Anthony Anderson  
Marc Stamsta

Scott Brideger  
James Younggren  
Phillip Grajewski  
James Voss  
Jenny Wiegmann  
Neil Wienk  
David Tolsdorf  
Mark Nelles  
UW Flying Club Inc.  
Allen Jones  
Bank of America Leasing  
Greater Financial  
Amadeus Aviation LLC  
Air Charity Network (Angel Flight)  
Tango Inc.  
Krist Oil

**The Trickle Effect** - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This is just from conversations we have with pilots and passengers. There are more business that do benefit from the airport each month. These are just the ones we know about from the people that have discussed their time at Marshfield

Marshfield Hotel	Chips	Nuts Deep
Holiday Inn	McDonalds	Crabby Daves
Blue Heron / West 14th	Little Casears	Kentucky Fried Chicken
Marshfield Clinic	Target	Lamers Smokehouse BBQ
St. Joseph's Hospital	Hardees	Nora's
Festival Foods	The Store	Hub City Ice Cream
V & H Heavy Trucks	Baltus	Dairy Queen
Roehl Transport	Wildwood Zoo	
Custom Fabrication and Repair	Nasonville Dairy	
Subway	El Mexical	

**Businesses or Groups That Have Utilized The Conference Room or Airport This Month From The Community.**

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

Marshfield Youth Hockey

C12 Group (Christian CEOs and owners building great

Summary Report - Activity was certainly up this month. We have quite a few new students training at Marshfield that helped.

Jeff's Written Exams have gone up due to that we are now the only testing center in Central and Northern Wisconsin.

There is a change in the way written exams are presented in the report. Sport exams are now combined with "other aviation tests" and drone written exams have now been added. We expect a high demand for drone written exams

Account # 101-53510-33		2016	2016		Used	Balance
Obj. #	Description	Amount Approved	August Invoices	Firm Expenses Paid	To Date	
52100	Professional Services	46,073.00	3,839.42	Manager's contract	30,715.36	15,357.64
52210	Electric	16,062.00	35.29	Marshfield Utilities & Alliant Energies	5,790.35	10,271.65
52220	Water	408.00		Marshfield Utilities	354.59	53.41
52230	Sewer	316.00		Marshfield Utilities	348.37	(32.37)
52240	Fire Protection Charge	2,087.00		Marshfield Utilities	645.18	1,441.82
52260	Heating - Gas	2,278.00	9.57	General terminal- We Energies	931.80	1,346.20
			10.89	General terminal- We Energies		
52300	Telephone	1,377.00	121.98	Frontier	602.26	774.74
52400	Rep/Maint. Serv-Streets	19,200.00			10,925.00	8,275.00
52500	Repair/Mainte. Service	52,000.00	176.50	Fire & Safety Equipment IV - one new extinguisher and all other extinguishers checked.	23,809.07	28,190.93
			53.90	Unifirst - 4 mats		
				Duffy's Aircraft Sales - mowing, men, equipment, spraying weeds, & runway light maintenance		
			4,712.50	Duffy's Aircraft Sales mowing, men & equipment		
			575.00	Duffy's Aircraft Sales - service weed sprayer, spray weeds, break out concwrw to straighten post on 29th St.		

	Amount Requested	August Expenses	Used To Date	Balance
52900	Other Contractual Ser.	3,000.00	4,968.75	(1,968.75)
53100	Office Supplies & Exp.	500.00		500.00
53200	Publications & dues	200.00	130.00	70.00
53400	Operating supplies	1,600.00	613.52	986.48
53500	Rep/Mainte. Supplies	6,800.00	680.05	6,119.95
55110	Buildings & Contents	2,723.00	3,116.17	(393.17)
55140	Professional Liability	320.00	314.41	5.59
55150	Airport Liability	4,350.00	4,350.00	-
55170	Boiler	375.00	512.66	(137.66)
58830	Airport Buildings			-
Grand Totals	159,669.95	10,112.52	88,807.54	70,861.46