

# Marshfield Airport Committee Minutes

## September 22nd, 2016

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

Present: Chairman John Berg, Vice Chairman Jack Bremer, Dan Maurer Chris Jockheck and Paul Knauf

Absent: None

Also Present: Dan Knoeck Duffy, Gaier, Alice Gaier and Jeffrey Gaier

Citizens Comments: None

AP16-38 Motion by Knauf Second by Bremer to approve the Airport Minutes of August 18th, 2016, All Ayes,

Motion Carried

AP16-39 Motion by Maurer Second by Bremer to approve the Airport Manager's September 2016 Report, All Ayes

Motion Carried

AP16-40 Motion by Knauf, Second by Jockheck to approve the September 2016 Activity Report, All

Motion Carried

AP16-41 Motion by Knauf, Second by Maurer to approve the Airport Bills for September 2016, All Ayes

Motion Carried

AP16-42 Motion by Knauf, Second by Maurer to approve the Airport Manager Contract Extension With Duffy's Aircraft Sales and Leasing Inc., from January 1st, 2017 to December 31st, 2021 with the same terms and conditions except as follows:

#1 The Owner does hereby agree to pay the Manager a base annual amount of amount of \$46,994.00 for services to be rendered, paid monthly commencing January 1, 2017. Such compensation shall be increased effective January 1 of each subsequent year of the term of the agreement by an amount computed by applying the maximum annual increase which Owner grants Owner's non-represented employees during each calendar year of the term.

Roll Call Vote:

Paul Knauf - Aye

Chris Jockheck - Aye

Dan Maurer - Aye

Jack Bremer - Aye

John Berg - Aye

All Ayes, Motion Carried

AP16-43 Motion by Maurer, Second by Bremer to approve the General Aviation terminal Storage Hangar, Maintenance Hangar and Fuel Facility Lease with Duffy's Aircraft Sales and Leasing Inc., from January 1st, 2017 to December 31st, 2021. The same terms and conditions will apply with the exception to the following:

#6 Lessee shall, at it expense, maintain the leased premises and the improvements therein in a clean, safe and good condition and shall keep all plumbing, electrical wiring machinery and equipment furnished with the premises in reasonable working order if repair can be made at a cost not to exceed \$100.00. Lessee shall not permit or allow any refuse or debris to accumulate therein or upon the public property adjoining the same. Lessor shall make all necessary structural repairs at it expense. Lessor may at its own expense contract a cleaning service to maintain the public use areas of the General Aviation Terminal Building.

Roll Call Vote

Paul Knauf - Aye

Chris Jockheck - Aye

Dan Maurer - Aye

Jack Bremer - Aye

John Berg - Aye

All Ayes, Motion Carried

AP16-44 Motion by Bremer, Second by Jockheck to approve the renewal of the Fixed Base Operator's Agreement with Duffy's Aircraft Sales and Leasing Inc. form January 1st, 2017 to December 31st 2021. The same terms and conditions will apply with the exception to the following:

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WHEREAS, Operator will engage in the business of:

1. Aircraft Sales (s.22-42, Municipal Code);
2. Aircraft Rental (s.22-44, Municipal Code);
3. Flight Training (s.22-45, Municipal Code);
4. Aircraft Fuels and Oil Dispensing Services (s.22-46, Municipal Code);
5. Aircraft Parking and Ramp Services;
6. Aircraft Maintenance;
7. Limited Radio work;
8. Commercial Services; and
9. Computerized Written Examinations

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4. Operator shall have the right

(h). To provide written exams in paper and or electronic format of aviation and non-aviation related exams. Operator agrees to provide at the very least, the minimum testing stations required for testing.

Airport Management will work with the City Attorney to update exhibit A and any other exhibits to reflect updated descriptions of the buildings and facilities at the airport.

Roll Call Vote

Paul Knauf - Aye

Chris Jockheck - Aye

Dan Maurer - Aye

Jack Bremer - Aye

John Berg - Aye

All Ayes, Motion Carried

Additional Citizens Comments: None

Motion by Maurer, second by Jockheck to adjourn at 7:17 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

# Airport Manager's Report September 22nd, 2016



September 1st, 2016 marked a unique milestone for the Gaier family. September 1st, 1986 is when we first came to Marshfield to be the fixed based operator and airport manager at Marshfield. Thirty years later, we are still proudly servicing the City of Marshfield and surrounding communities for their aviation needs. We would like to thank everyone for your support and assistance over the years. We have worked with some wonderful and amazing people over the years. We thank you for your friendship, support and assistance. We are looking forward to the next thirty years.

**Duffy's Aircraft Sales  
And Leasing Inc.**



*30th Anniversary  
At Marshfield*



QT Pod, the maker of the credit card reader at the fuel farm on the airport, sent us notice that the software for the reader needs updating. The update is to address the expansion of credit card numbers that will be provided by the major retail credit cards. The cost for a site like ours that doesn't have a yearly maintenance contract would be \$945. Since the M3000 fuel terminal was installed, there have been about five component replacements / upgrades we have provided. Without a service plan, if we needed tech support it would cost \$180 per hr, parts would be at retail pricing and software upgrades would be at full retail price. A service plan isn't something I would recommend at this time.

The Federal Aviation Administration (FAA), called us this month that they have not flight checked the SDF approach in over two

years. Because of that oversight, they have informed us to notam the SDF out of service until they can flight check the approach and verify that it is still working. We had a date set up, but the FAA's airplane had a maintenance issue develop that day. We have an alternative date set up for Sept. 22nd.

On August 29th the FAA new drone rules Federal Aviation Regulations 107 went into effect. This means that any person who wanted to operate a drone for commercial purposes needs to take this written exam. This has become a very popular written exam at the airport. Drone operators who fly commercial will be required to take this exam every two years unless they are a pilot for an airplane, or helicopter. Then their bi-annual flight review serves as their recurrent training.



Happy Flying  
Duffy, Alice, Robert and Jeff



Some of the Images of the recent flooding in the area, Sept 22nd, 2016.





# Airport Activity Report Sept. 2016

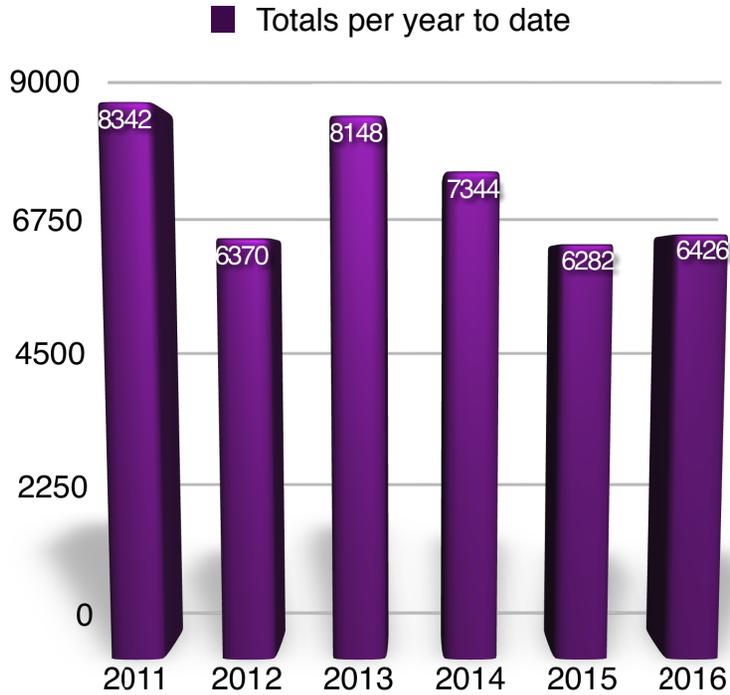


## Departures and or Landings Information - Flight Operations - 35 Days Between Reports

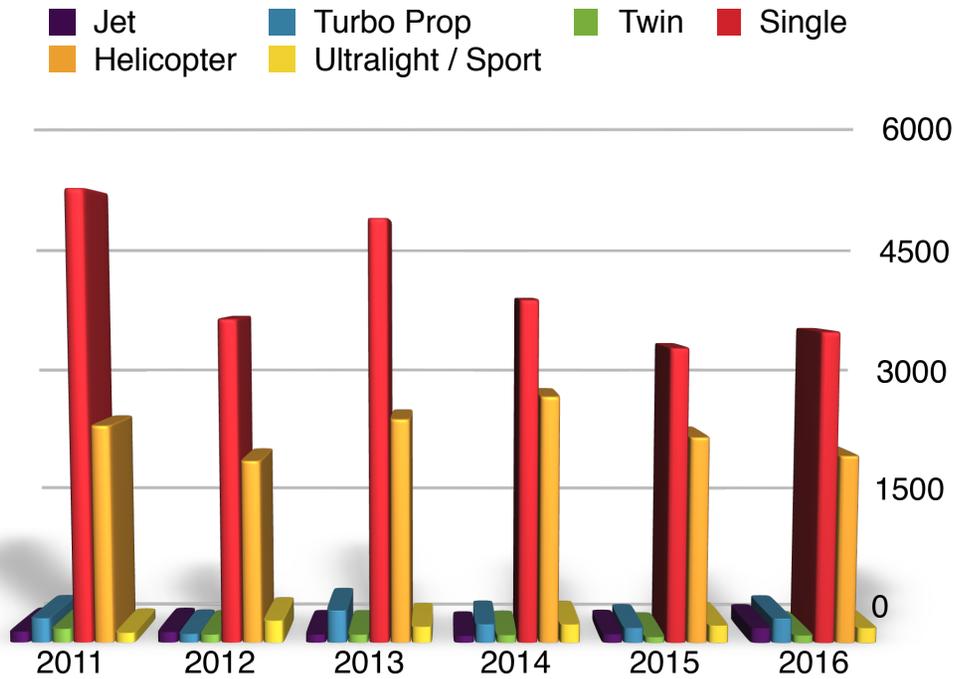
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>YTD 2015</i>	<i>Sept. 2015</i>	<i>Sept 2016</i>	<i>YTD 2016</i>
<i>Jet</i>	126	122	94	78	100	20	20	172
<i>TurboProp</i>	280	100	372	214	172	14	20	282
<i>Twin</i>	158	92	92	88	66	18	8	86
<i>Single</i>	5168	3706	4834	3922	3378	630	640	3560
<i>Helicopter</i>	2498	2096	2572	2830	2366	280	174	2154
<i>Light Sport</i>	112	254	184	212	200	36	28	172
<i>Total</i>	8342	6370	8148	7344	6282	998	890	6426
<b>Passengers</b>								
<i>Total</i>	11119	8482	10728	10756	7610	1330	1053	8358
<b>Local and Transient Traffic</b>								
<i>Transient</i>	2698	1629	2860	2656	2120	300	356	2693
<i>Local</i>	5644	4741	5288	4688	4162	698	534	3733
<b>Training Flights</b>								
<i>Total</i>	2497	3356	3624	2430	3474	658	596	3295
<b>Fuel Dispensed</b>								
<i>Av Gas</i>	17380	17438	13727	14843	10826	2213	3640	11673
<i>Jet A</i>	25093	27407	41105	27768	25035	3030	14264	64614
<i>Total</i>	42473	39703	54832	42611	35861	5243	17904	76287

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.

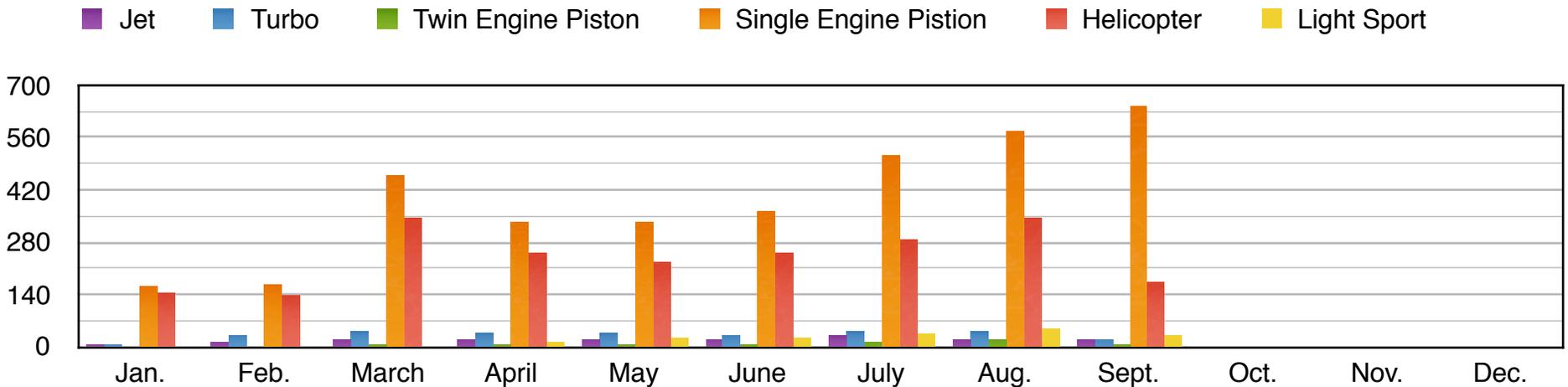
Flights Over the Past Five Years by the Present Month



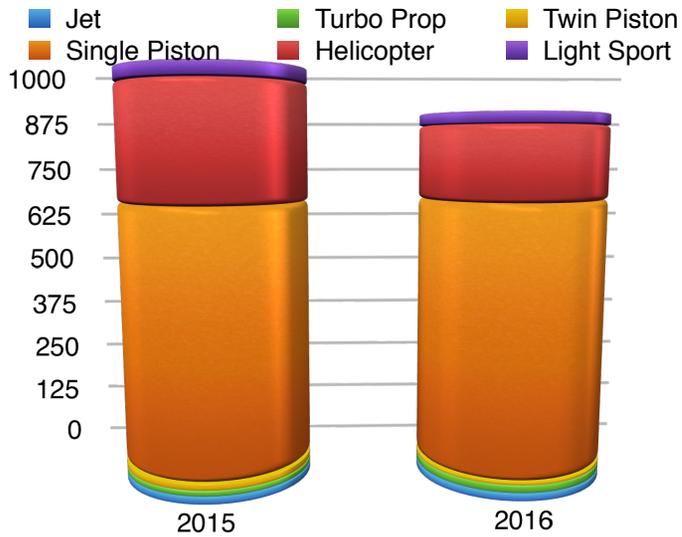
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



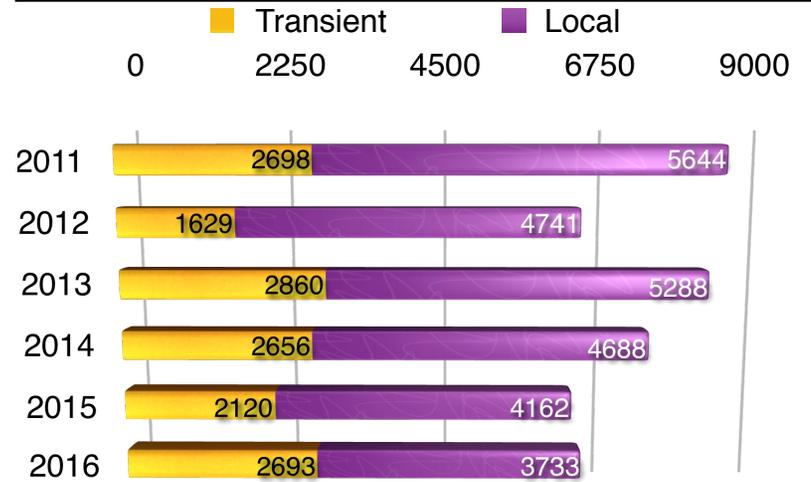
Operations by Aircraft for the Year of 2016



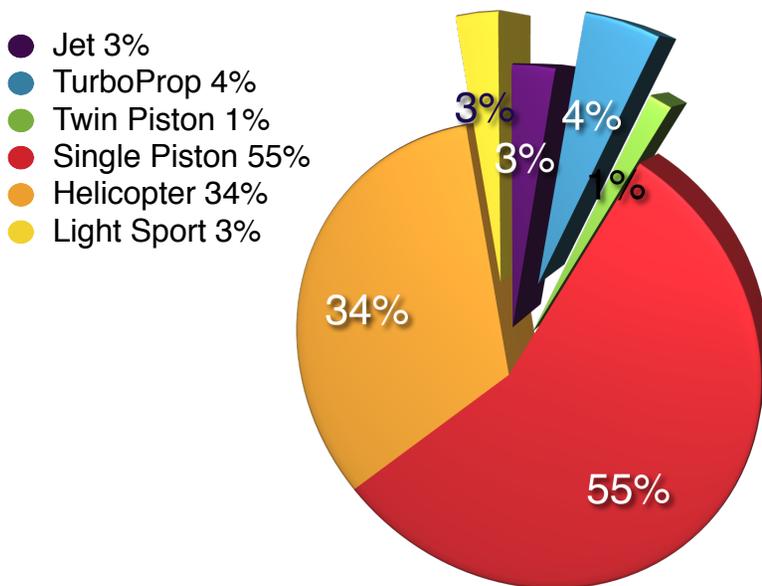
This Month Compared to the Same Month Last Year



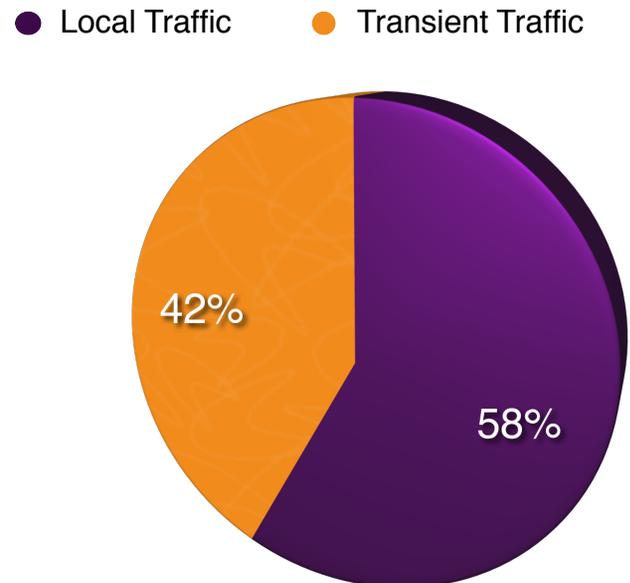
Transient Vs. Local Traffic



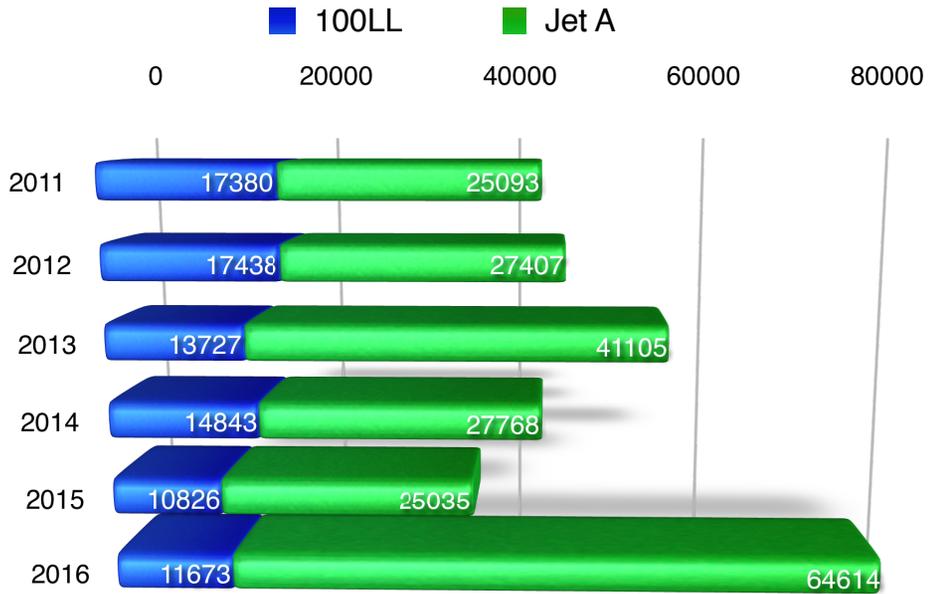
Percentage By Type Of Aircraft That Came Into Marshfield In 2016



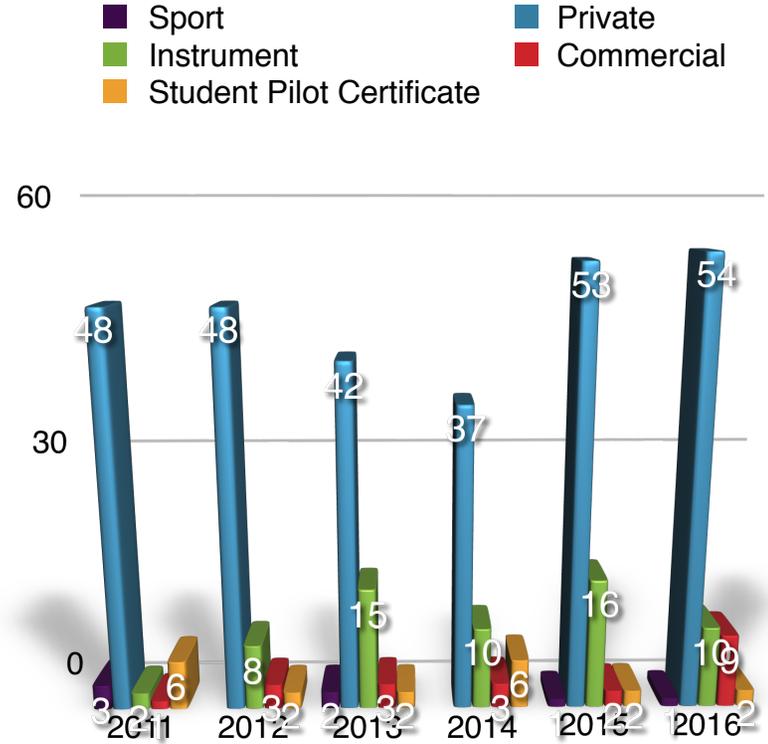
Percentage of Local Vs. Transient Traffic for 2016



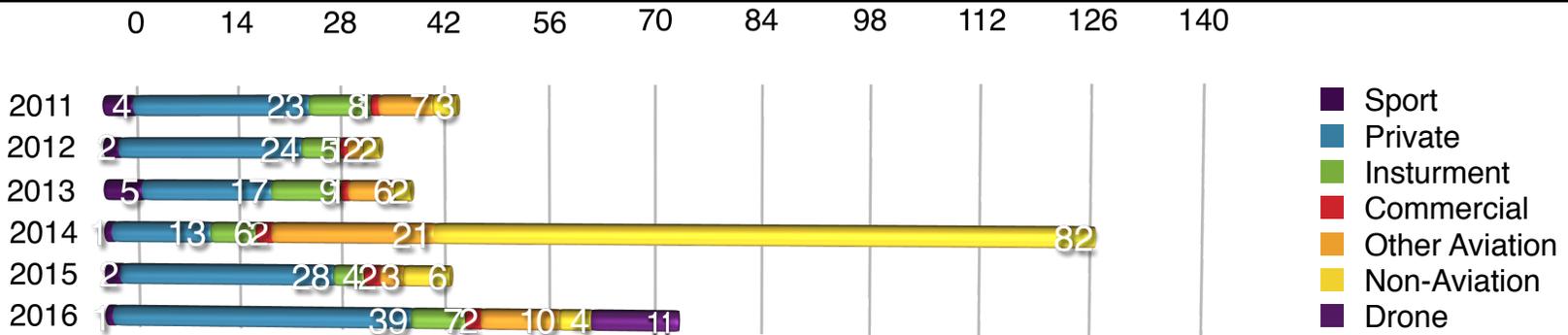
Fuel Sold - 6 Year Comparison



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  
MQ Aviation  
Matt Thomas  
Civil Air Patrol  
Dan Reis  
Brad Honish  
Derek Ahl  
Tim Hoefs  
Tom Jablonicky  
Dan Jurczyk  
Steve Mesner  
Landon Now  
Stick and Rudder Aviaiton LLC  
William O'Donnell III  
Reabe Spraying service  
Krist Oil  
Isaac Dahlke  
Ross Adams  
John Dominick  
Bradley tischendorf  
Alexander Lanseth  
Aaron Wanish  
James Small  
James Sward  
Chad Lemmens  
Todd Duellman  
Kevin Wehmeyer  
John Gosz  
Jesrin Gaier  
Daniel Dumas

Robert Hughes  
Matthew Johnson  
Tyler Mancl  
Richard Sternhagen  
Roxanne Lutgen  
Zachary Barry  
Jeffrey Casper  
Matthew Spence  
Samuel Krah  
Maximillian Richardson  
Casey Owen  
Dana Hamilton  
Garrett Dietz  
Robert Steinbock  
Jody Graffunder  
John Bradley  
Timothy Green  
Isaac Lindell Dontje  
Michael Sebion  
Jeff Cavnar  
Ron Buchanan  
Seth Pinter  
Andrew Wozniewicz  
Stephen Youngblood  
Mark Nelles  
James Mellette  
Theresa Holt  
Dan Niehaus  
William McCullough  
Donald Brinkmeier  
Travis Lesatz  
Jeff Melau  
Garrett Dietz  
Michael Roth  
William Dunlap  
Mike Sebien

**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 good again this month. It helped that we had good weather most of the time.

Drone exams started this month and so far they are going well. The exams are needed for those pilots that want to use their drones or company drones for commercial purposes.

Account # 101-53510-33

Obj. #	Description	2016 Amount Approved	2016 September Invoices	Firm Expenses Paid	Used To Date	Balance
52100	Professional Services	46,073.00	3,839.42	Manager's contract	34,554.78	11,518.22
52210	Electric	16,062.00	2,841.09	Marshfield Utilities & Alliant Energies	8,631.44	7,430.56
52220	Water	408.00	312.90	Marshfield Utilities	667.49	(259.49)
52230	Sewer	316.00	310.17	Marshfield Utilities	658.54	(342.54)
52240	Fire Protection Charge	2,087.00	499.32	Marshfield Utilities	1,144.50	942.50
52260	Heating - Gas	2,278.00	9.90	General terminal- We Energies	941.70	1,336.30
52300	Telephone	1,377.00	121.38	Frontier	723.64	653.36
52400	Rep/Maint. Serv-Streets	19,200.00			10,925.00	8,275.00
52500	Repair/Mainte. Service	52,000.00	423.95	Northwest Petroleum - shop supplies & labor	34,274.54	17,725.46
			200.00	Maid to Order - cleaning services		
			56.70	Unifirst - 4 mats		
			200.00	Maid to Order - cleaning services		
			1,882.67	Northwest Petroleum - shop supplies & labor		
			330.00	Donny's Fabrication - Repair mower		
			55.90	Unifirst - 4 mats		
			375.00	Corner to Corner - shampoo carpet		
			113.75	Stratford Sign Co. - decals for fuel system		
			6,827.50	Duffy's Aircraft Sales - Mowing with Dixon, JD950, JD2630, brush hog, man to operate equipment, spray weeds, work on mower.		

