



**MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
MEETING NOTICE**

DATE: January 5, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Update of future projects at the airport.
3. Upcoming Events at Manitowoc County Airport
4. FBO hours of operation.
5. Next Meeting Date

Date: December 4, 2014

Lynn Vandevort, Chair
By: Chuck Behnke, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

January 5, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Behnke, Kiel, & Sigman

Excused: Ruffolo and Davis

Also present: Gary Kennedy, Jeremy Hildebrand, and Bruce Morton.

Approval of Minutes

A motion was made by Kiel, seconded by Vogt to approve the minutes from the December 1, 2014 meeting. Motion carried.

Public Comment: None

Future Development for the Manitowoc County Airport (Minimum Standards)

Bureau of Aeronautics is in the process of preparing bids to be sent out in spring for WeatherNation Service at the Manitowoc County Airport.

Upcoming Events

No events to list at the present time.

FBO Hours of Operation

The Airport Manager, Jeremy Hildebrand, will be working on having the FBO lobby open after hours for WeatherNation and bathroom facilities for pilots.

Next Meeting Date:

February 2, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 12:30 p.m. was made by Kiel, seconded by Sigman. Motion carried.

Respectfully submitted,
Chuck Behnke, Airport Manager



MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
AMENDED MEETING NOTICE

DATE: February 2, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Update of future projects at the airport.
3. Upcoming Events at Manitowoc County Airport
- 4. Ramp Weight Limits**
4. FBO Hours of Operation.
5. Next Meeting Date

Date: January 9, 2015

Lynn Vandevort, Chair
By: Jeremy Hildebrand, Airport Manager

Amended: January 29 @ 2:21 p.m.

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

February 2, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Davis, Hildebrand, Kiel, Ruffolo & Sigman

Excused: Vogt

Also present: Gary Kennedy, and Bruce Morton.

Approval of Minutes

A motion was made by Kiel, seconded by Davis to approve the minutes from the January 5, 2015 meeting. Motion carried.

Public Comment: None

Update of Future Projects at the Airport

Jeremy Hildebrand presented the status of the after-hour project at the FBO. The committee discussed the over-head door which will be installed in the near future.

Upcoming Events

Leon Sigman informed the committee that Dr. Woody will be coming to the airport in summer to present his topic "Surviving a Crash". No date has been set.

Ramp Weight Limits

Airport Manager, Hildebrand, informed the committee that the ramps were surveyed and information should be coming out in spring which will give us information to follow to review the guidelines of the FAA for ramp weight limits.

FBO Hours of Operation

Leon Sigman thanked Joe Karbon, maintenance personnel, at the airport for the great job he does in keeping the runways clear and open when there is a storm and flights need to get out.

Next Meeting Date:

April 6, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 12:20 p.m. was made by Kiel, seconded by Ruffolo. Motion carried.

Respectfully submitted,

Jeremy Hildebrand, Airport Manager



**MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
MEETING NOTICE**

DATE: April 6, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Update of future projects at the airport.
3. Upcoming Events at Manitowoc County Airport (Kite Festival)
4. Pappi Light System
5. Implementation of a public relations plan for the airport
6. FBO Hours of Operation.
7. Next Meeting Date

Date: February 27, 2015

Lynn Vandevort, Chair
By: Jeremy Hildebrand, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

April 6, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Davis, Hildebrand, Kiel, Vogt, Ruffolo & Sigman

Excused: None

Also present: Gary Kennedy, and Chow Chong

Approval of Minutes

A motion was made by Kiel, seconded by Davis to approve the minutes from the February 2, 2015 meeting. Motion carried.

Public Comment: None

Update of Future Projects at the Airport

Airport Manager Hildebrand notified the committee that the outdoor bulletin board will be installed in the upcoming weeks. He also advised that the after-hours project has been completed.

Upcoming Events at Manitowoc County Airport (Kite Festival)

The committee discussed the Kite Festival at the Manitowoc County Airport and another meeting will be set for April 20th for further discussion. Motion made by Davis, seconded by Ruffolo, recommending that the Highway Committee approve the proposed Kite Festival at the airport. Motion carried.

Pappi Light System

The FAA informed Airport Manager Hildebrand that the Pappi light system is keyed on and will remain keyed on in the future in order to save energy at the Manitowoc County Airport.

Implementation of a Public Relations Plan for the Airport

The committee requested a special meeting be held at the airport for County Board members to present their concerns relating to a Public Relations Plan for the airport. Commissioner Kennedy will contact Jim Brey to see if this meeting is possible.

FBO Hours of Operation

The committee appreciates the after-hours convenience for anyone using the airport facilities after normal hours of operation. Commissioner Kennedy will make a request to the Highway Committee to extend the hours of operation on Saturday from 1:00 p.m. to 4:00 p.m.

Next Meeting Date:

April 20, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 12:40 p.m. was made by Kiel, seconded by Ruffolo. Motion carried.

Respectfully submitted,
Jeremy Hildebrand, Airport Manager



**MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
MEETING NOTICE**

DATE: April 20, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Kite Festival
3. Next Meeting Date

Date: April 8, 2015

Lynn Vandevort, Chair
By: Jeremy Hildebrand, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

April 20, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Davis, Hildebrand, Kiel, Vogt, Ruffolo & Sigman

Excused: None

Also present: Gary Kennedy, and Chow Chong

Approval of Minutes

Minutes were tabled for the next meeting on May 4th.

Public Comment: None

Kite Festival

Gary Kennedy advised that the Highway Committee approved the Kite Festival event at the Manitowoc County Airport for June 21, 2015. Chow Chong informed the committee that he will provide liability insurance for this event. Jim Ruffolo and Lee Davis will contact the Mayor for the City of Manitowoc and invite them to the next Airport Advisory Committee meeting on May 4th to obtain their input regarding involvement at this event. Airport Manager, Jeremy Hildebrand, will be responsible for making all notifications to pilots thru AWOS and NOTAM that the event will be held from 11:00 a.m. to 4:00 p.m. on Sunday, June 21st. Chow Chong informed the committee that he will advertise the event to the public in the very near future.

Next Meeting Date:

May 4, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 12:17 p.m. was made by Kiel, and seconded by Ruffolo. Motion carried.

Respectfully submitted,

Jeremy Hildebrand, Airport Manager



**MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
MEETING NOTICE**

DATE: May 4, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Kite Festival – June 21st 11:00 a.m. – 4:00 p.m.
3. Update of Future Projects at the Airport
4. Upcoming Events at Manitowoc County Airport
5. Next Meeting Date

Date: April 22, 2015

Lynn Vandevort, Chair
By: Jeremy Hildebrand, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

May 4, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Davis, Kiel, Vogt, Sigman, and Hildebrand

Excused: Ruffolo

Also present: Chow Chong

Approval of Minutes

Motion made by Davis, seconded by Vogt to approve the April 20, 2015 minutes. Motion carried.

Public Comment: None

Kite Festival – June 21st 11:00 a.m. – 4:00 p.m.

Lee Davis contacted Mayor Nickels regarding the upcoming event and asked if the City of Manitowoc could offer any assistance with the event. The Mayor advised that there will be an officer present at the Kite Festival and feels confident the event will be a success. Airport Manager, Jeremy Hildebrand, will close air space at the Manitowoc County Airport from 10:30 a.m. to 4:30 p.m. on June 21st. The committee is looking forward to this new event being held at the airport.

Update of Future Projects at the Airport

No discussion held at the meeting.

Upcoming Events at Manitowoc County Airport

APOA Seminar: Thursday, May 14, 2015 at 7:00 p.m.

EAA Chapter 383 Pancake Breakfast: June 6, 2015

International Young Eagles Day: June 13th EAA Chapter 383 will sponsor airplane rides for children

Next Meeting Date:

August 3, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 1:50 p.m. was made by Sigman, and seconded by Vogt. Motion carried.

Respectfully submitted,
Jeremy Hildebrand, Airport Manager



**MANITOWOC COUNTY
AIRPORT ADVISORY COMMITTEE
MEETING NOTICE**

DATE: October 5, 2015

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT
1815 FREEDOM WAY
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Kite Festival
3. Update of Future Projects at the Airport
4. Upcoming Events at Manitowoc County Airport
5. Next Meeting Date

Date: September 14, 2015

Lynn Vandevort, Chair
By: Jeremy Hildebrand, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
AIRPORT ADVISORY COMMITTEE MEETING

October 5, 2015

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Sigman, and Hildebrand

Excused: Kiel, Davis, and Ruffolo

Also present: Marc Holsen, Gary Kennedy, and Bruce Morton

Approval of Minutes

Motion made by Vogt, seconded by Sigman to approve the May 4, 2015 minutes. Motion carried.

Public Comment: None

Kite Festival

Airport Manager Hildebrand updated the committee on the festival and how impressed he was with Chow Chong and the members of the Kite Flyers' group. The group sent many thank you letters to the airport for allowing them to use the airport facility for the kite festival. Jeremy also informed the committee that he received many compliments on the festival.

Update of Future Projects at the Airport

Lynn Vandevort thanked Jeremy Hildebrand for the minor fixes and quick response at the airport by the airport foreman. The committee also discussed concerns from Committee Member Sigman. No future projects were discussed.

Upcoming Events at Manitowoc County Airport

Young Eagles – October 10, 2015 8:00 a.m. – 12:00 p.m.

AOPA Cross Country Challenge – October 15, 2015 7:00 p.m. – 9:00 p.m.

Next Meeting Date:

December 7, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

Adjournment:

A motion to adjourn at 12:14 p.m. was made by Vogt, and seconded by Sigman. Motion carried.

Respectfully submitted,
Jeremy Hildebrand, Airport Manager