

## **NOTICE AND CALL OF PUBLIC MEETING**

**Body:** Cresco Airport Commission

**Date:** Nov 6th 2019

**Time:** 5:15 pm

**Place:** Cresco Airport

**To:** Airport Commission Members City

Clerk

Cresco Public Works Director

Howard County Board of Supervisors

Cresco Chamber of Commerce

Cresco Flyers

Hangar Tenants

All Interested Persons

**Roll Call:** Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

### **Agenda**

#### **Old Business:**

- 1 . Approval of Meeting Agenda
- 2 Approval of Minutes from Prior Meetings
- 3 Approval of Financial Report

#### **New Business:**

1. Election of Officers
2. 2020 budget planning and our 5 year plan
3. Go over Clair's findings on different buildings if time permits.

**Next meeting date**

**Adjourn:**

**Posted Nov 4th 2019**

**Cresco Airport Commission Meeting**  
**Meeting on November 6<sup>th</sup>, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:20 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, Kevin Schrage, and Romaine Matthias, Kim Bentz, were present

Visitors in attendance were - Clair Pecinovsky- Airport Manager.

Old business:

1. Member Joseph Lawrence made the motion to approve the agenda for this meeting. Kim Bentz seconded and the motion carried, all ayes.

2. Minutes from our August 14th, 2019 meeting were reviewed, no corrections were noted. A motion was made by Romane Matthias and seconded by Joseph Lawrence to approve the minutes. Motion carried, all ayes.

3. The commission reviewed our most current financial report and expenses from July 1<sup>st</sup> to September 30th 2019. A motion was made to approve the financial report by Kim Bentz and seconded by Joseph Lawrence, motion carried, all ayes.

New Business:

1. Election of Officers: Kevin Schrage nominated Gerald Ferrie to remain as President and Joseph Lawrence to remain as Secretary/Treasurer. Both men agreed to stay on in these positions for this next year. Kim Bentz made a motion to close nominations, seconded by Romaine Matthias, a vote was taken, motion carried, with all ayes.

2. The board spent most of rest of meeting working on our 2020 fiscal year and 5 year plan for the airport. Joseph Lawrence will be getting with Michelle from City Hall to put the finishing touches on our budget and plans.

3. Clair Pecinovsky brought information to the commission about new hanger construction. The contractors have been busy but he has been able the get some rough estimates on projects. We used this information to work on our five year plan for the airport.

Comments from Audience:

There were none.

The next Airport Commission meeting was tentatively set for April 8<sup>th</sup>, 2020 at 5:15pm.

Kim Bentz made a motion, seconded by Romaine Matthias to adjourn meeting, at 6:30pm, motion carried, all ayes.

## NOTICE AND CALL OF PUBLIC MEETING

Body: Cresco Airport Commission  
Date: October 9, 2019  
Time: 5:15 pm  
Place: Cresco Airport

To: Airport Commission Members City  
Clerk  
Cresco Public Works Director  
Howard County Board of Supervisors  
Cresco Chamber of Commerce  
Cresco Flyers  
Hangar Tenants  
All Interested Persons

Roll Call: Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

### Agenda

#### Old Business:

1. Approval of Meeting Agenda
2. Approval of Minutes from Prior Meetings
3. Approval of Financial Report

#### New Business:

1. Go over Clair's findings on different buildings
2. Discuss 2020/2021 Budget

Next meeting date

Adjourn:

Posted October 7, 2019

**Cresco Airport Commission Meeting**  
**Meeting on October 9th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:17 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, were present, Kevin Schrage, and Romaine Matthias, and Kim Bentz were absent.

Visitors in attendance were – Clair Pecinovsky- Airport Manager.

We did not have enough attendance of commission members to have a Quorum so no action was taken.

The next Airport Commission meeting was tentatively set for November 6th, 2019 at 5:15pm.

## NOTICE AND CALL OF PUBLIC MEETING

**Body:** Cresco Airport Commission  
**Date:** August 14, 2019  
**Time:** 5:15 pm  
**Place:** Cresco Airport

**To:** Airport Commission Members City  
Clerk  
Cresco Public Works Director  
Howard County Board of Supervisors  
Cresco Chamber of Commerce  
Cresco Flyers  
Hangar Tenants  
All Interested Persons

**Roll Call:** Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

### Agenda

#### Old Business:

1. Approval of Meeting Agenda
2. Approval of Minutes from Prior Meetings
3. Approval of Financial Report

#### New Business:

1. Discussion on Romane's/Clair's findings for project proposed costs, drawings and site prep along with electrical estimates.
2. Discussion on the information from Chapter 26 and Chapter 180 information.

**Next meeting date:**

**Adjourn:**

**Posted August 12, 2019**

**Cresco Airport Commission Meeting**  
**Meeting on August 14th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:17 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, Kevin Schrage, and Romaine Matthias, were present, Kim Bentz was absent.

Visitors in attendance were – Steve McCarville-City of Cresco, Clair Pecinovsky- Airport Manager. Wayne Mlady-pilot.

**Old business:**

1. Member Romane Matthias made the motion to approve the agenda for this meeting. Joseph Lawrence seconded and the motion carried, all ayes.

2. Minutes from our July 10th, 2019 meeting were reviewed, no corrections were noted. A motion was made by Romane Matthias and seconded by Joseph Lawrence to approve the minutes. Motion carried, all ayes.

3. The commission reviewed our most current financial report and expenses from July 1<sup>st</sup> to July 31<sup>st</sup> 2019. A motion was made to approve the financial report by Joseph Lawrence and seconded by Romane Matthias, motion carried, all ayes.

**New Business:**

1. We discussed the information that Michelle from the city provided for us concerning public construction bidding and the dollar thresholds associated with the need to have an engineer being involved on projects with a total cost over the higher threshold amount. The commission was in agreement to try to stay under those threshold amounts to get away from the competitive bidding provision and having to hire an engineer.

2. Clair Pecinovsky agreed to follow-up to get Panos Construction to draw up plans with the new specifications, Clair will work on getting preliminary estimates for our planing process with the thought of keeping the cost down below the lower dollar threshold, if we are only able to build one or two hangers to start with, that is the direction that we want to go. Clair will share this information with the rest of the commission to have it for our next meeting. Clair will also try to get estimates on the cost of getting electrical run to the new hangers as well as the cost of the excavating and ground work needed for the project. He will report back at our next meeting.

**Comments from Audience:**

There were none.

The next Airport Commission meeting was tentitively set for September 11<sup>h</sup>, 2019 at 5:15pm.

Romane Matthias made a motion, seconded by Kevin Schrage to adjourn meeting, at 6:35 pm, motion carried, all ayes.

## NOTICE AND CALL OF PUBLIC MEETING

Body: Cresco Airport Commission

Date: July 10th 2019

Time: 5:15 pm

Place: Cresco Airport

To: Airport Commission Members

City Clerk

Cresco Public Works Director

Howard County Board of Supervisors

Cresco Chamber of Commerce

Cresco Flyers

Hangar Tenants

All Interested Persons

Roll Call: Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

### Agenda

#### Old Business:

- 1 . Approval of Meeting Agenda
- 2 Approval of Minutes from Prior Meetings
- 3 Approval of Financial Report

#### New Business:

1. Update on hydrants by Lynn Johnsons hanger
2. Review spreadsheet Kevin has been working on with hanger cost estimates

Next meeting date

Adjourn:

Posted July 8<sup>th</sup> 2019

**Cresco Airport Commission Meeting**  
**Meeting on July 10th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:16 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, and Kevin Schrage, Romaine Matthias, and Kim Bentz were present.

Visitors in attendance were – Steve McCarville-City of Cresco, Clair Pecinovsky- Airport Manager.

**Old business:**

1. Member Romane Matthias made the motion to approve the agenda for this meeting. Kim Bentz seconded and the motion carried, all ayes.

2. Minutes from our June 12th, 2019 meeting were reviewed, no corrections were noted. A motion was made by Kevin Schrage and seconded by Romane Matthias to approve the minutes. Motion carried, all ayes.

3. The commission reviewed our most current financial report and expenses from June 1<sup>st</sup> to June 30<sup>th</sup> 2019. A motion was made to approve the financial report by Joseph Lawrence and seconded by Kevin Schrage, motion carried, all ayes. We do have \$34,088.61 in the airport trust account as of 6-30-2019.

**New Business:**

1. Lynn Johnson has completed the work of installing water hydrants to be used in his hanger and for his agriculture spraying business. Clair will continue to fill in the area that was trenched as it settles.

2. Kevin Schrage presented the spreadsheet with information that he had compiled since our last meeting concerning the different estimates that we had received from contractors for our future hanger project. Not all the contractors bid the same so the commission decided to come up with specifications for what we want to see in the bids and get back to them to have them bid using the same specifications. Clair and Romane will follow-up to get one of the contractors to draw up plans with those specification in it to share with the others. Clair will also try to get estimates on the cost of getting electrical run to the new hangers as well as the cost of the excavating and ground work needed for the project. He will report back at our next meeting.

3. Steve McCarville wanted to remind us that the Cresco Fly-In Breakfast was Sunday August 4<sup>th</sup>, 2019, Jason Passmore and the Chamber of Commerce would like to use the last two hangers that they have in past years to set their supplies and equipment up in, they normally make a donation to the airport for the use of hangers and electricity for the day. The commission was in agreement to this again this year.

**Comments from Audience:**

There were none.

The next Airport Commission meeting was tentively set for August 14<sup>h</sup>, 2019 at 5:15pm.

Kim Bentz made a motion, seconded by Romane Matthias to adjourn meeting, at 6:36 pm, motion carried, all ayes.



## NOTICE AND CALL OF PUBLIC MEETING

**Body:** Cresco Airport Commission

**Date:** June 12th 2019

**Time:** 5:15 pm

**Place:** Cresco Airport

**To:** Airport Commission Members City

Clerk

Cresco Public Works Director

Howard County Board of Supervisors

Cresco Chamber of Commerce

Cresco Flyers

Hangar Tenants

All Interested Persons

**Roll Call:** Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

### Agenda

#### Old Business:

1. Approval of Meeting Agenda
2. Approval of Minutes from Prior Meetings (May 8th 2019)
3. Approval of Financial Report (May 2019)

#### New Business:

1. Update on Lynn Johnson request for several hydrants by his hanger
2. Update on Romain Mathias's bids for possible hanger expansions
3. Update on Kirkham-Michael bids for state grant on hangers,

Next meeting date

Adjourn:

Posted June 10<sup>th</sup> 2019

**Cresco Airport Commission Meeting**  
**Meeting on June 12th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:17 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, and Kevin Schrage, and Romaine Matthias were present. Kim Bentz was absent

Visitors in attendance were – Steve McCarville-City of Cresco, Clair Pecinovsky- Airport Manager.

**Old business:**

1. Member Joseph Lawrence made the motion to approve the agenda for this meeting. Romaine Mathias seconded and the motion carried, all ayes.
2. Minutes from our May 8th, 2019 meeting were reviewed, no corrections were noted. A motion was made by Kevin Schrage and seconded by Romane Matthias to approve the minutes. Motion carried, all ayes.
3. The commission reviewed our most current financial report and expenses from May 1<sup>st</sup> to May 31<sup>st</sup> 2019. A motion was made to approve the financial report by Joseph Lawrence and seconded by Kevin Schrage, motion carried, all ayes.

**New Business:**

1. Lynn Johnson requested having water hydrants installed at his hanger for his own personal use and for the use of his business operation. The City Council approved this and Lynn is working with Rod Freidhof to get this completed before he starts his spraying season.
2. Romane Matthias was busy this past month getting 7 bids from different contractors concerning the construction of future hangers. He also got bids from 2 concrete contractors to do the concrete work inside the hangers. There was a lot of information. Gerry Ferrie asked Kevin Schrage to head up a committee to compile the information and put it on an excel spreadsheet. Kevin agreed to be head of the committee with the help of Romane Matthias and Clair Pecinovsky. The compiled information will be presented and discussed at our next meeting.
3. The Kirkham-Michael bid for state grant on hangers was discussed and the commission decided to proceed on their own at this time.

**Comments from Audience:**

There were none.

The next Airport Commission meeting was tentively set for July 10<sup>th</sup>, 2019.

Romane Matthias made a motion, seconded by Kevin Schrage to adjourn meeting, at 6:15 pm, motion carried, all ayes.

## NOTICE AND CALL OF PUBLIC MEETING

**Body:** Cresco Airport Commission

**Date:** May 8th 2019

**Time:** 5:15 pm

**Place:** Cresco Airport

**To:** Airport Commission Members City

Clerk

Cresco Public Works Director

Howard County Board of Supervisors

Cresco Chamber of Commerce

Cresco Flyers

Hangar Tenants

All Interested Persons

**Roll Call:** Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

**Agenda:**

**Old Business:**

1. Welcome/Thank you to Robert Garber for your time and trip
2. Approval of Minutes from Prior Meetings (April 10<sup>th</sup> 2019)
3. Approval of Financial Report (April 2019)

**New Business:**

1. Lynn Johnson is asking for several hydrants by his hanger
2. Start our discussion with Robert Garber on potential airport expansion.

**Next meeting date:**

**Adjourn:**

**Posted May 6<sup>th</sup> 2019**

**Cresco Airport Commission Meeting**  
**Meeting on May 8th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:17 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, and Kevin Schrage, Kim Bentz and Romaine Matthias were present.

Visitors in attendance were – Steve McCarville-City of Cresco, Clair Pecinovsky- Airport Manager and Rob Garber from Kirkham-Michael engineering firm.

Member Romaine Mathias made the motion to approve the agenda for this meeting. Kim Bentz seconded and the motion carried, all ayes.

**Old business:**

1. The commission welcomed and thanked Rob Garber from Kirkham-Michael for taking his time to come and visit with us this evening.
2. Minutes from our April 10th, 2019 meeting were reviewed, no corrections were noted. A motion was made by Kim Bentz and seconded by Kevin Schrage to approve the minutes. Motion carried, all ayes.
3. The commission reviewed our most current financial report and expenses from April 1<sup>st</sup> to April 30th 2019. A motion was made to approve the financial report by Joseph Lawrence and seconded by Kim Bentz, motion carried, all ayes.

**New Business:**

1. Lynn Johnson has asked the commission to approve him putting in several water hydrants for his hanger and crop spraying operation. Discussion was positive for allowing this to happen. A motion was made by Kim Bentz and seconded by Romaine Mathias to let him work with the city to get this done this summer, at his expense. A vote was taken, all ayes.
2. The commission talked about our plans to construct hangers and the direction we want to go. The commission asked Clair to contact Rob Garber from engineering firm Kirkham-Micheal to find out what his firm has to offer in the way of future hanger construction. Rob was with us this evening and he is happy to help us in the process of getting state grant funding to build new hangers. He will provide information about state funding and what portion the airport/city would be responsible for.
3. We talked about what type of hangers we would like to see built. Romaine suggested 44' X 36' wood post frame hangers with 4/12 pitched roof trusses, clear span inside, with steel side and roof panels. He would like them to have 42' Bi-fold doors. The commission seemed agreeable to this size of hangers. We would also like to see at a minimum of concrete inside for planes to sit on while in the hanger. Romaine agreed to take these specifications to local contractor to get bids and bring that back to us for further discussion at our next meeting.

**Comments from Audience:**  
There were none.

**The next Airport Commission meeting was tentatively set for June 12<sup>th</sup>, 2019.**

**Kim Bentz made a motion, seconded by Joseph Lawrence to adjourn meeting, at 6:45 pm, motion carried, all ayes.**

## NOTICE AND CALL OF PUBLIC MEETING

**Body:** Cresco Airport Commission

**Date:** April 10, 2019

**Time:** 5:15 pm

**Place:** Cresco Airport

**To:** Airport Commission Members City

Clerk

Cresco Public Works Director

Howard County Board of Supervisors

Cresco Chamber of Commerce

Cresco Flyers

Hangar Tenants

All Interested Persons

**Roll Call:** Kevin Schrage, Kim Bentz, Romane Matthias, Gerald Ferrie, Joseph Lawrence

**Agenda:**

**Old Business:**

1. Approval of Minutes from Prior Meetings (Nov 7<sup>th</sup> 2018)
2. Approval of Financial Report (Nov 2018 thru Mar 2019)
3. Review the new land lease agreement
4. Review the approved 2019-2020 Budget and 5 year plan

**New Business:**

1. Set up team to work on proposed layout and type of hanger to be built.
2. Decide if we are going to do our own designing or hire it out

**Next meeting date:**

**Adjourn:**

**Posted April 8, 2019**

**Cresco Airport Commission Meeting**  
**Meeting on April 10th, 2019**

Airport Commission President Gerald Ferrie called the Cresco Airport Commission meeting to order at 5:17 pm at the Cresco Airport.

Attendance roll call was taken- Members Gerald Ferrie, Joseph Lawrence, and Kevin Schrage, Kim Bentz were present. Romane Matthias, was absent.

Visitors in attendance were – Steve McCarville-City of Cresco, Clair Pecinovsky- Airport Manager

Member Kevin Schrage made the motion to approve the agenda for this meeting. Joseph Lawrence seconded and the motion carried, all ayes.

Old business:

1. Minutes from our November 7th, 2018 meeting were reviewed, no corrections were noted. A motion was made by Kim Bentz and seconded by Joseph Lawrence to approve the minutes. Motion carried, all ayes.

2. The commission reviewed our most current financial report and expenses from November 2018 to the end of March 2019. A motion was made to approve the financial report by Joseph Lawrence and seconded by Kim Bentz, motion carried, all ayes.

3. The commission reviewed the new three year land lease agreement with Brian Schmitt. He has agreed to a three year contract and the City of Cresco has approved it. The contract is for the 79 acres available at a rate of \$220.00/acre for a yearly total of \$17,380.00. It shall be paid 20% or \$3476.00 on March 1st and 80% or \$13,904.00 on November 1<sup>st</sup>. The contract runs from March 1<sup>st</sup>, 2019 until February 28<sup>th</sup>, 2022.

4. The commission reviewed the 5 year plan that the City Council approved.

New Business:

1. The commission talked about our plans to construct hangers and the direction we want to go. The commission agreed to have Clair contact Rob Garber from engineering firm Kirkham-Micheal to find out what his firm has to offer in the way of future hanger construction. Clair will see if we can meet with him at our next meeting.

Comments from Audience:  
There were none.

The next Airport Commission meeting was tentatively set for May 8<sup>th</sup>, 2019.

Kim Bentz made a motion, seconded by Joseph Lawrence to adjourn meeting, at 6:00 pm, motion carried, all ayes.