

**Village of Hamilton
Airport/Airpark Commission Meeting
February 20th, 2007 ✓ X**

Call to Order

Chairman Carl Albrecht called the February meeting of the Airport/Airpark Commission to order at 4:10 PM. In attendance were Commissioners Gustafson and Rowlett. Also in attendance was Director of Utilities and Public Works, Sean Graham.

Approval of Minutes

Motion was made by Commissioner Rowlett to approve the minutes as corrected. Commissioner Gustafson seconded the motion and the motion carried.

1. Pg. 1, Chairman's Report, 1st paragraph, 4th sentence change "Klauss" to ✓
"Claus".
2. Pg. 1, Chairman's Report, 2nd paragraph, 3rd sentence, change "relocate" to ✓
"locate" and "to" to "in".
3. Pg. 2 New Business, Financial Report, 3rd sentence change "years" to "year's". ✓
4. Pg. 2 new Business, Budget Preparation, 6th sentence, change "Courtland" to ✓
"Cortland".
5. Pg. 2 New Business, Annual Pilots' meeting. ✓
6. Pg. 3, Old Business, Runway Project, 2nd paragraph, 2nd and 3rd sentence remove
"and he thought it was received as a luke warm idea." ✓

New Business

Financial Report

There was no financial report submitted. Director Graham informed the Commission that because of the snowstorm of last week the DPW had spent a lot of time at the airport plowing and removing snow. Director Graham went onto say that he had closed the airport during the storm and that it was reopened about 15 hours later.

South Corporate Hangar Lease

President Albrecht referred to an e-mail that Director Graham had sent to the Commission with regards to leasing the South Corporate Hangar to Metro Air and the response e-mail from Commissioner Rowlett. Commissioner Rowlett stated that he was in favor of leasing the hangar to Metro Air but had concerns with subleasing of the hangar to others. Commissioner Rowlett's stated he was uncomfortable with subleasing of a hangar because of control and liability issues. He did not want to set a precedent.

Commissioner Gustafson was concerned with subleasing and Village liability as well. President Albrecht asked if the Commission should invite Metro Air, Mike Posson, to the next meeting. The Commission concurred. Chairman Albrecht asked Director Graham to contact Mr. Posson and invite him to meet with the Commission.

Old Business

Tee Hangar Lease

Director Graham reminded the Commission that he had forwarded the draft TEE Hangar Lease for them to review. The Commission was satisfied with the document and asked Director Graham to forward to the Village Attorney for review.

Budget

Director Graham reported to the Commission that he and Clerk/Treasurer Winn have worked on the capital project portion of the budget and will be getting together to work on the operational portion of the Airport/Airpark budget soon.

Annual Pilots Letter/Meeting

Chairman Albrecht informed the Commission that he would pen a letter to all the pilots at the airport. He asked each of the Commissioners to e-mail him information that they thought should be in the letter. The Commission then discussed when where they should hold the pilots meeting. It was unanimously decided that the Pilot Meeting would be held on Thursday, April 26th at 6 PM. at the Airport.

Chairman Albrecht asked if there was any further business. Commissioner Gustafson asked were the Commission stood on marketing the Airpark. Chairman Albrecht stated that he had talked with Jim Bayes of the PCD and they had shown interest in assisting the Village in marketing their economic development property. Commissioner Gustafson suggested that the Commission pen a letter to the area Board of Realtors letting them know that the sale of property is broker protected. Chairman Albrecht asked Commissioner Gustafson if he would assist him in preparing a letter for that purpose. Commissioner Gustafson agreed.

Director Graham informed the Commission that he had discussed with the Mayor the possibility of creating an Official Village Of Hamilton Governmental Web Site. He reported that Mayor McVaugh was interested. Director Graham suggested that the

Commission consider using the web site to help market the Airpark. Chairman Albrecht stated that he would discuss the matter with the Mayor. Commissioner Rowlett suggested that we use the Universities C.O.V.E. department for the development of the web site.

Next Meeting

The next meeting is scheduled for Thursday March 22, 2007 at 4:00 PM in the Village Office meeting room.

Adjournment

There being no further business before the Commission, a motion was made by Commissioner Gustafson to adjourn the meeting. The motion was seconded by Commissioner Rowlett and carried.

Respectfully submitted,

Sean Graham
Director of utilities & Public Works

Adjournment

There being no further business before the Commission, a motion was made by Commissioner Steneri to adjourn the meeting at 5:15 pm. Commissioner Gustafson seconded the motion and the motion carried.

Respectfully Submitted
Sean Graham
Director of Utilities & Public Works



Village of Hamilton Airport/Airpark Commission Meeting February 20th, 2007

Call to Order

Chairman Carl Albrecht called the February meeting of the Airport/Airpark Commission to order at 4:10 PM. In attendance were Commissioners Gustafson and Rowlett. Also in attendance was Director of Utilities and Public Works, Sean Graham.

Approval of Minutes

Motion was made by Commissioner Rowlett to approve the minutes as corrected. Commissioner Gustafson seconded the motion and the motion carried.

1. Pg. 1, Chairman's Report, 1st paragraph, 4th sentence change "Klauss" to "Clauss".
2. Pg. 1, Chairman's Report, 2nd paragraph, 3rd sentence, change "relocate" to "locate" and "to" to "in".
3. Pg. 2 New Business, Financial Report, 3rd sentence change "years" to "year's".
4. Pg. 2 new Business, Budget Preparation, 6th sentence, change "Courtland" to "Cortland".
5. Pg. 2 New Business, Annual Pilots' meeting.
6. Pg. 3, Old Business, Runway Project, 2nd paragraph, 2nd and 3rd sentence remove "and he thought it was received as a luke warm idea.

New Business

Financial Report

There was no financial report submitted. Director Graham informed the Commission that because of the snowstorm of last week the DPW had spent a lot of time at the airport plowing and removing snow. Director Graham went onto say that he had closed the airport during the storm and that it was reopened about 15 hours later.

South Corporate Hangar Lease

President Albrecht referred to an e-mail that Director Graham had sent to the Commission with regards to leasing the South Corporate Hangar to Metro Air and the response e-mail from Commissioner Rowlett. Commissioner Rowlett stated that he was in favor of leasing the hangar to Metro Air but had concerns with subleasing of the hangar to others. Commissioner Rowlett's stated he was uncomfortable with subleasing of a hangar because of control and liability issues. He did not want to set a precedent.

Commissioner Gustafson was concerned with subleasing and Village liability as well. President Albrecht asked if the Commission should invite Metro Air, Mike Posson, to the next meeting. The Commission concurred. Chairman Albrecht asked Director Graham to contact Mr. Posson and invite him to meet with the Commission.

Old Business

Tee Hangar Lease

Director Graham reminded the Commission that he had forwarded the draft TEE Hangar Lease for them to review. The Commission was satisfied with the document and asked Director Graham to forward to the Village Attorney for review.

Budget

Director Graham reported to the Commission that he and Clerk/Treasurer Winn have worked on the capital project portion of the budget and will be getting together to work on the operational portion of the Airport/Airpark budget soon.

Annual Pilots Letter/Meeting

Chairman Albrecht informed the Commission that he would pen a letter to all the pilots at the airport. He asked each of the Commissioners to e-mail him information that they thought should be in the letter. The Commission then discussed when where they should hold the pilots meeting. It was unanimously decided that the Pilot Meeting would be held on Thursday, April 26th at 6 PM. at the Airport.

Chairman Albrecht asked if there was any further business. Commissioner Gustafson asked were the Commission stood on marketing the Airpark. Chairman Albrecht stated that he had talked with Jim Bayes of the PCD and they had shown interest in assisting the Village in marketing their economic development property. Commissioner Gustafson suggested that the Commission pen a letter to the area Board of Realtors letting them know that the sale of property is broker protected. Chairman Albrecht asked Commissioner Gustafson if he would assist him in preparing a letter for that purpose. Commissioner Gustafson agreed.

Director Graham informed the Commission that he had discussed with the Mayor the possibility of creating an Official Village Of Hamilton Governmental Web Site. He reported that Mayor McVaugh was interested. Director Graham suggested that the