



Minutes

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

May 14, 2025 - 6:30 PM

CALL TO ORDER

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The meeting was called to order at 6:30 PM by the chairperson.

ROLL CALL

Present were:

- Board Members: Schares, Reinking, Woodraska, and new member Jeff Brackett.
- Absent: Bagge.
- Liaison: Anthony Ricchio.

APPROVAL OF MINUTES

1. April Minutes.

The board reviewed the minutes. A motion to approve was made and seconded. Motion carried unanimously.

EXPENSE REVIEW

2. April Expenses.

The board reviewed recent expenses. Work noted included:

- a. Wash Bay repair prior to freeze.
- b. Improvements to the zero-turn mower (blades, tires, belt).
- c. Electrical vault and rewiring work near the main hangar.

The board discussed conduit upgrades arranged by Tommy and confirmed completion of major vault work.

A motion to approve the expenses was made by Reinking and seconded by Schares. Motion passed unanimously.

FBO REPORT

Mike Wilhelm was not present but is actively working on aircraft, including a spray plane. The FBO office is clean and stocked with snacks. Wilhelm offered to match donations (up to 50%) for the Young Eagles program.

OLD BUSINESS

1. Young Eagles Event (Rescheduled to May 18, 2025):

- Originally scheduled for May 17; moved to Sunday, May 18 due to weather.
- Board discussed coordination with Brian for RC runway setup.
- City staff was contacted to mow grass and provide cones for event layout.
- Efforts made to notify public through the city's Facebook page and local media.
- Board agreed on monitoring traffic and ensuring RC and aircraft movement safety via radio.

2. Propeller Donation Plaque:

- Anthony confirmed Dylan Mulfinger is working on obtaining plaques to recognize the propeller donation.

3. Unairworthy Aircraft:

- The board reiterated the need for the city to send a 30-day notice to the aircraft owner currently on the waitlist.
- Address confirmation and legal processing discussed.

4. Electrical Vault Completion:

- Work nearing completion. Existing driver and circuit upgrade ongoing.
- Coordination with the city for removal of obsolete equipment and upcoming concrete work noted.

5. Fuel Receipt Labeling:

- Instructions for obtaining fuel receipts now posted at the pump.
- Fuel prices remain competitive; transient traffic is increasing as a result.

NEW BUSINESS

1. Hangar Roof Leaks:

- Tenants reported minor leaks in newer hangars.
- Board discussed short-term lap sealant or flex seal applications as low-cost fixes.
- Suggested utilizing city bucket truck for safe and efficient access.

2. Snow Equipment Bid:

- City has reissued bids for snow equipment.
- Two companies are expected to respond.
- Board emphasized the urgency to secure funding before rollover limits expire.

SCHEDULE NEXT MEETING DATE

The next meeting was scheduled for June 11, 2025, at 6:30 PM.

ADJOURNMENT

A motion to adjourn was made by Schares and seconded by Reinking. Motion carried. The meeting adjourned at 6:59 PM.