

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, October 21, 2026 – 9:00 a.m.
Howard Male Conference Room/Zoom

Commissioners Present: Todd Britton, Chair
Brenda Fournier
Travis Konarzewski, excused
John Kozlowski

Others Present: Jesse Osmer, County Administrator
Mick Higgins, Airport Manager
Nick Akins, Maintenance Superintendent
Mike Arthur, Fair Board

CALL TO ORDER

Chairman Todd Britton called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

APPROVE AGENDA

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to approve the agenda with the addition of email correspondence from the Fair Board. Motion carried.

PUBLIC COMMENT

None.

AIRPORT MONTHLY UPDATE

Airport Manager Mick Higgins presented the monthly airport update:

- Enplanement numbers were met in September with over 10,000. The airport is up 174 for the month and year to date up 744 passengers.
- SkyWest fuel was slightly lower last month, but they are on target. Retail fuel sales were up 25,000 gallons from last year but so are prices, so they are evening out. The airport made up the low lead deficit they were in and are up 47 gallons from last year.
- Most of the equipment is already set for winter and looks good.
- There were many exercises at the airport all the way through October 5th. This was a big boost for the economy with 10,000 to 12,000 people here throughout the summer.
- A meeting was held with the County Administrator, County Treasurer and RS&H concerning the Airport Capital Improvement Projects. Projects will be presented to the FAA for the next 5 years in which the FAA will let them know as far as improvement projects for the airport, which projects can be done, and which are exempt.
- Foundation work is complete on building one for the T-hangars.
- There is no project number yet for the new snowblower or rotary plow. There is still discussion about what equipment they will receive.
- All paperwork has been submitted and is in process with the FAA for the airport layout plan.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave the monthly maintenance update:

- They are approximately halfway completed with the courthouse painting. The contractor that was hired didn't work out, so the maintenance is finishing.
- One quote was received for the chairlift. Superintendent Akins is expecting one more quote to come in before making any decisions.
- There were 3 AED batteries that barely made it to 4 years of their recommended 4 to 5 years. They will no longer be able to purchase parts in 2027 so instead of purchasing new batteries he purchased refurbished AEDs that cost less for parts and come with a 5-year warranty.
- They are beginning to winterize the parks. Maintenance will winterize all parks except Sunken Lake. A map will be placed at each park to show where everything is at, so when someone is there to work or there is an emergency, there will be guidance on where things are located.
- Getting ready for winter, storing things away and getting salt ready. At the fairgrounds with winter storage, they are at approximately 60%.
- Ten to twelve trees were marked at the fairgrounds and will be removed after winterization of the parks is complete.

NOVEMBER CHRISTMAS FUNDRAISER EVENT AT FAIRGROUNDS

Commissioner Kozlowski received an email from the Fair Board regarding a proposed event for November 27th and 28th. The Fair Board asked if the County would charge them to rent the space and if there would be an expectation to pay a portion of the power. Fair Board member Mike Arthur reported all money raised will be set aside and go towards ground improvements. Discussion was made on the demand charge for power not having much effect. Commissioner Fournier would like to see families not charged for the event.

Moved by Commissioner Kozlowski and supported by Commissioner Britton to approve the Fair Board using the fairgrounds with no fees as presented. Roll call was taken: AYES: Commissioners Kozlowski and Britton. NAYS: Commissioner Fournier. Motion carried.

ACTION ITEM #1: The Committee recommends approval for the Fair Board to utilize the fairgrounds with no fees for their November Christmas Fundraiser Event with funding raised to be set aside for ground improvements as presented.

CAMPSPOT AND DYNAMIC PRICING

Commissioner Kozlowski reported dynamic pricing was discussed at a recent Parks Commission meeting and since the fairgrounds are not part of Parks and Recreation, he included it on today's agenda. If the fairgrounds were fully utilized dynamic pricing could come into play, but he sees no reason to use dynamic pricing at the fairgrounds during the week of the fair. County Administrator Jesse Osmer reported the Fairgrounds Manager opens reservations for the Fair Board and 4-H in December. Commissioner Kozlowski will get more information and bring back to the next meeting.

EMAIL CORRESPONDENCE FROM FAIR BOARD

Commissioner Kozlowski reported that he received an email from the Fair Board with a proposed lease agreement. The Fair Board voted that they would only be willing to pursue a full lease if they were able to utilize or lease all buildings on the property. The Fair Board would be willing to negotiate a rental agreement between the Fair Board and the County for any buildings the County feels necessary to continue operations. The maintenance building, caretaker's home, and animal control building are all currently used. There are a lot of questions and more follow-up that need to be done.

WINTER OPERATIONS (BOAT LAUNCH ACCESS)

County Administrator Osmer reported a constituent approached Commissioner Konarzewski inquiring about the possibility of opening Long Lake Park's boat ramp for snowmobile access during the winter months. Discussion was made about the high cost of plowing the parking lot. Commissioner Konarzewski was excused from the meeting so there was no further discussion.

NORTHERN LIGHTS ARENA MONTHLY REPORT

Chair Britton presented Northern Lights Arena monthly report to receive and file. Moved by Commissioner Fournier and supported by Commissioner Kozlowski to receive and file the Northern Lights Arena monthly report as presented. Motion carried.

RECYCLING REPORTS

Chair Britton presented the monthly recycling reports to receive and file. Moved by Commissioner Kozlowski and supported by Commissioner Fournier to receive and file the recycling reports as presented. Motion carried.

FAIR BOARD REPORT

Chair Britton presented the quarterly Fair Board financial report to receive and file. The report is from June and not current. Commissioner Kozlowski will ask them for current financials at their meeting next week. Moved by Commissioner Kozlowski and supported by Commissioner Fournier to receive and file the Fair Board financial report as presented.

FAIRGROUND MANAGER REPORTS

Chair Britton presented the Fairground Manager monthly reports. The paint is coming off on the bathroom floors, and they will be looking to grind and seal. Chair Britton will get Superintendent Akins contact information for a local contractor that does this type of work. Moved by Commissioner Fournier and supported by Commissioner Kozlowski to receive and file the Fairground Manager monthly reports as presented. Motion carried.

***Next Meeting: Wednesday, November 18, 2026, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Fournier to adjourn the meeting with support from Commissioner Kozlowski. The meeting adjourned at 9:41 a.m.

Todd Britton, Chair

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