

The Common Council of the City of Chetek will be holding a Special Meeting at 6:00 p.m. on Thursday, August 27, 2020. The meeting will be held in the council chamber, Chetek City Hall, 220 Stout Street.

**AGENDA:**

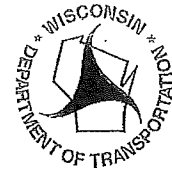
- Call to order
- Roll call – Scott Bachowski\_\_\_\_, Earl Grover\_\_\_\_, Terry Hight\_\_\_\_, Mark Edwards\_\_\_\_ Mayor Martin\_\_\_\_
- 
- **Announcement of closed session later in meeting** – Wisconsin Statute 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations - discussion regarding employee disciplinary action; reconvene, act on closed session, if any.

The council will have discussion and possible action on the following:

1. Move recycling center to area of current basketball court on 1st Street
2. Airport safety data program - tree obstructions
3. Appointment to fire department
4. Employee request for vacation payout
5. Closed session
6. Action on closed session, if any.
7. adjourn

WisDOT Division of Transportation Investment  
Management  
Wisconsin Bureau of Aeronautics  
PO Box 7914  
Madison, WI 53707-7914

Governor Tony Evers  
Secretary Craig Thompson  
[wisconsindot.gov](http://wisconsindot.gov)  
608-266-3351



RECEIVED  
AUG 13 2020

August 4, 2020

Dan Knapp  
PO Box 194  
Chetek, WI 54728

**Airport Safety Data Program**  
**Chetek Municipal - Southworth Airport**  
**Site # 27102.A**

Dear Dan:

On Thursday, July 23<sup>rd</sup> I conducted a site visit to your airport to update the Federal Aviation Administration (FAA) form 5010-1, airport master record. The information gathered from these visits forms the basis for the FAA chart supplement, aeronautical charts and third-party publications such as ForeFlight and AirNav.com.

During the inspection, obstructions were identified in the runway 17, runway 07 and runway 25 approach surfaces. As you may know, federal grant assurances and Wisconsin Administrative Code require the 20:1 approach surface to be kept clear of obstructions. I've attached photos and maps of the trees in question.

To address these concerns, you may have a few options. Ideally, the trees should be cleared or otherwise topped. Our records indicate the trees are not located on airport property. However, the City does have an aviation easement over the park in the runway 17 approach area. In addition, the City could enforce the City's airport height limitation zoning ordinance. Although BOA is not the custodian of the ordinance documents, the copy of the ordinance and map we have on file states "no trees shall be allowed to grow to a height in excess of the height limit indicated on the map". The map indicates a maximum height of 1,105 ft MSL or approximately 50 ft AGL on each of the properties with the obstructing trees. Most, if not all of the trees appear to be greater than 50 ft tall.

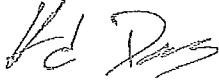
The other option could be to further displace the thresholds. This would allow the 20:1 approach surface to clear the trees at their existing height. The disadvantage of further displacing the thresholds is it would reduce the length of available runway when landing on these runways. There is also the possibility that the trees grow taller and the threshold will need to be displaced further in the future. The amount the thresholds would need to be further displaced are as follows:

Runway End	Runway 17	Runway 07	Runway 25
Additional Displacement Necessary	+300 ft	+480 ft	+600 ft
Resulting Runway Length on Landing	2,501 ft	819 ft	690 ft

From a practicality standpoint, further displacing the thresholds on runway 07/25 would result in very little remaining usable runway. Furthermore, while relocating the displaced threshold on runway 07/25 is as simple as moving a few cones, it would be far more difficult and costly to further displace the displaced threshold on runway 17 which would require repainting and relocating the threshold lights.

Please let me know if you have any questions and if you decide to displace any thresholds. If that's the case, I will need to further update the airport's master record. We do not expect the airport to address the trees immediately, but it should be a priority going forward.

Sincerely,

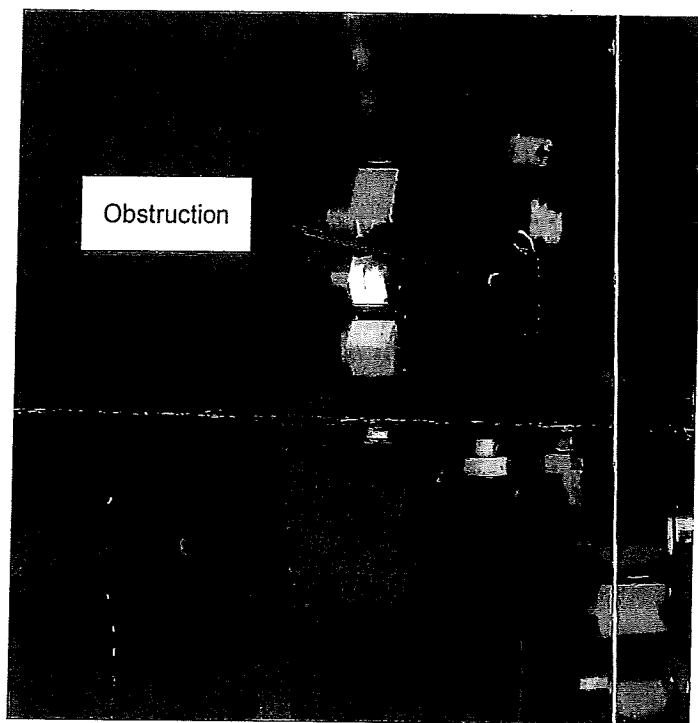
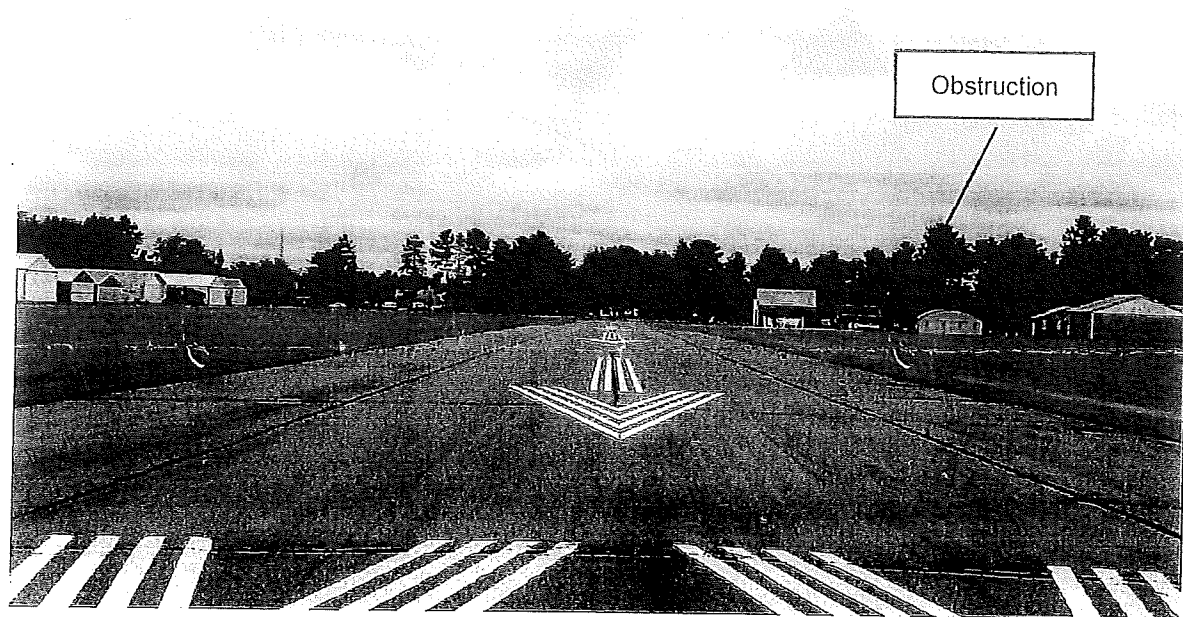


Hal Davis, C.M. | Airport Compliance Manager  
Wisconsin Department of Transportation | Bureau of Aeronautics  
[howard.davis@dot.wi.gov](mailto:howard.davis@dot.wi.gov) | 608-267-2142

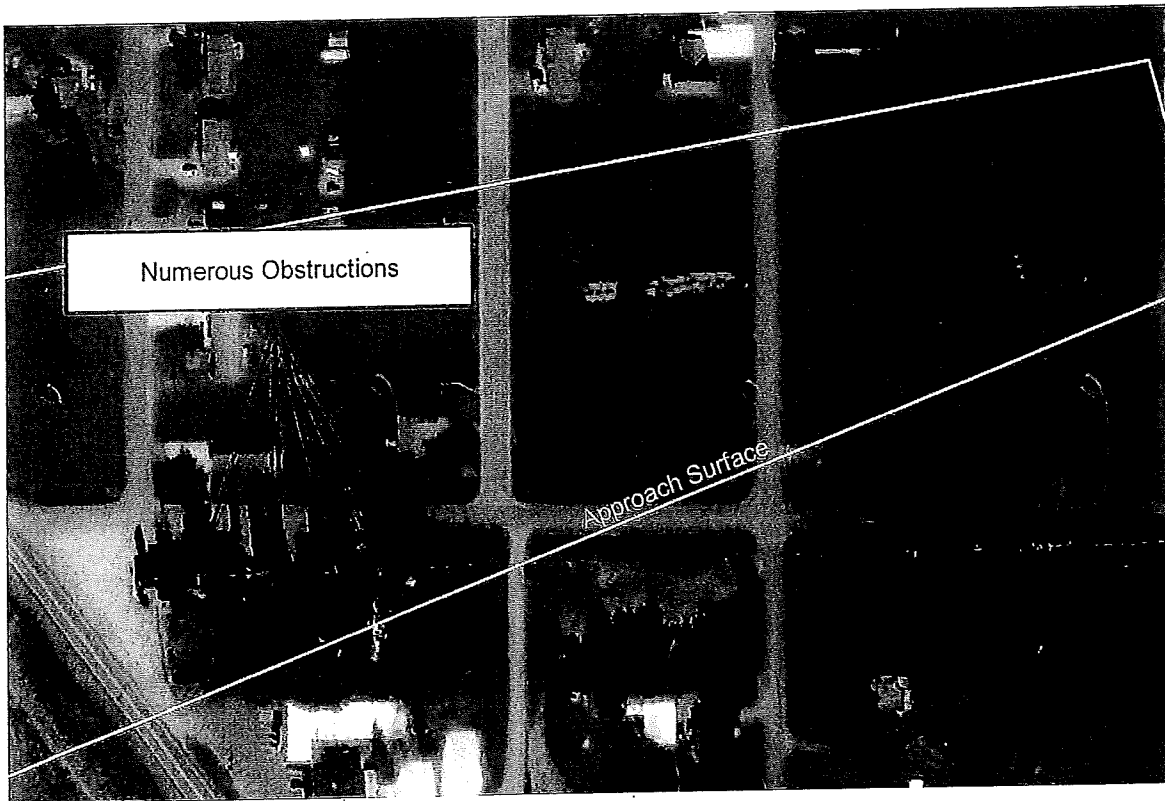
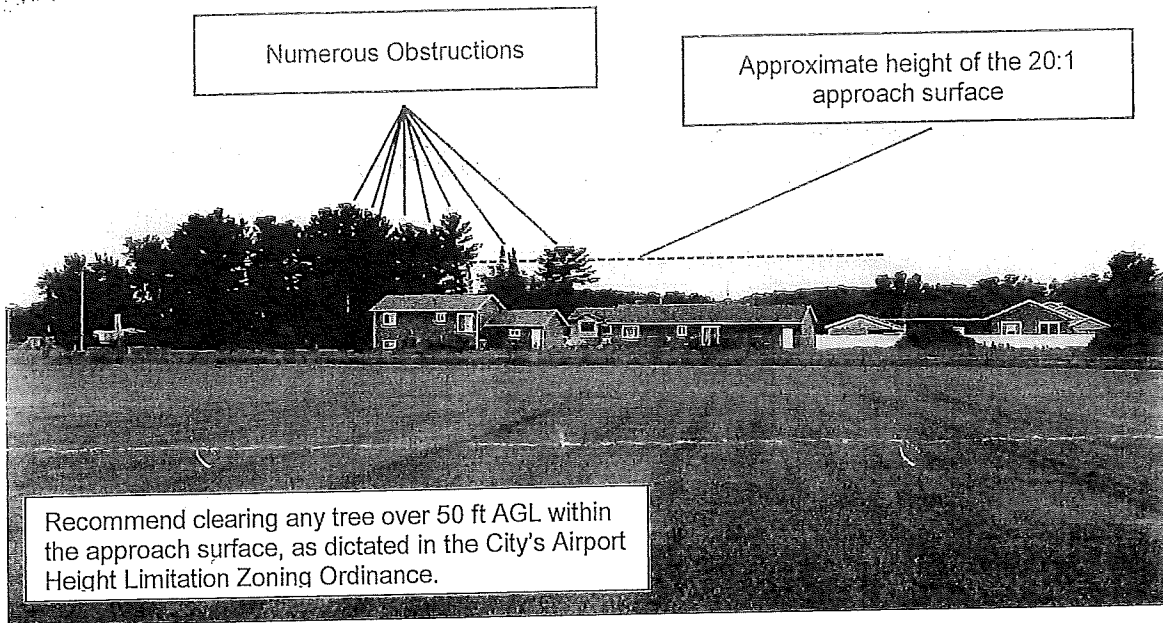


Cc: Matt Messina- WisDOT Bureau of Aeronautics

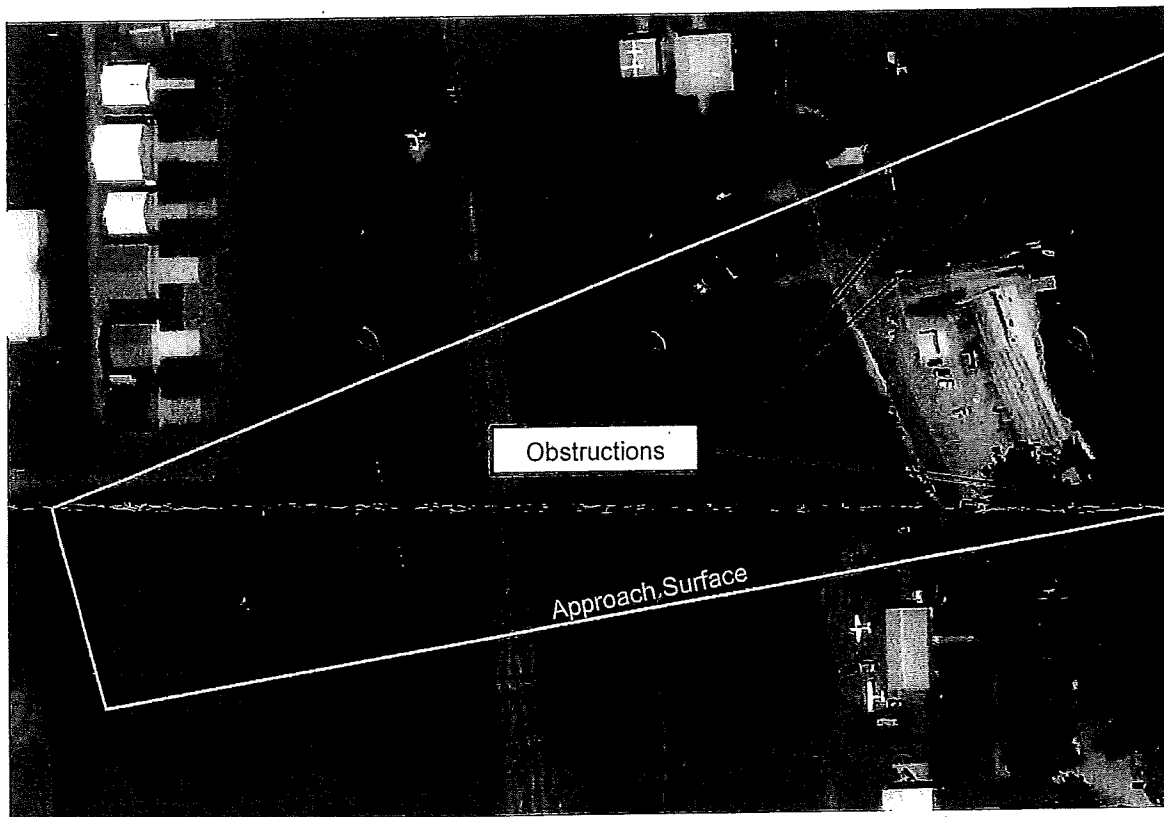
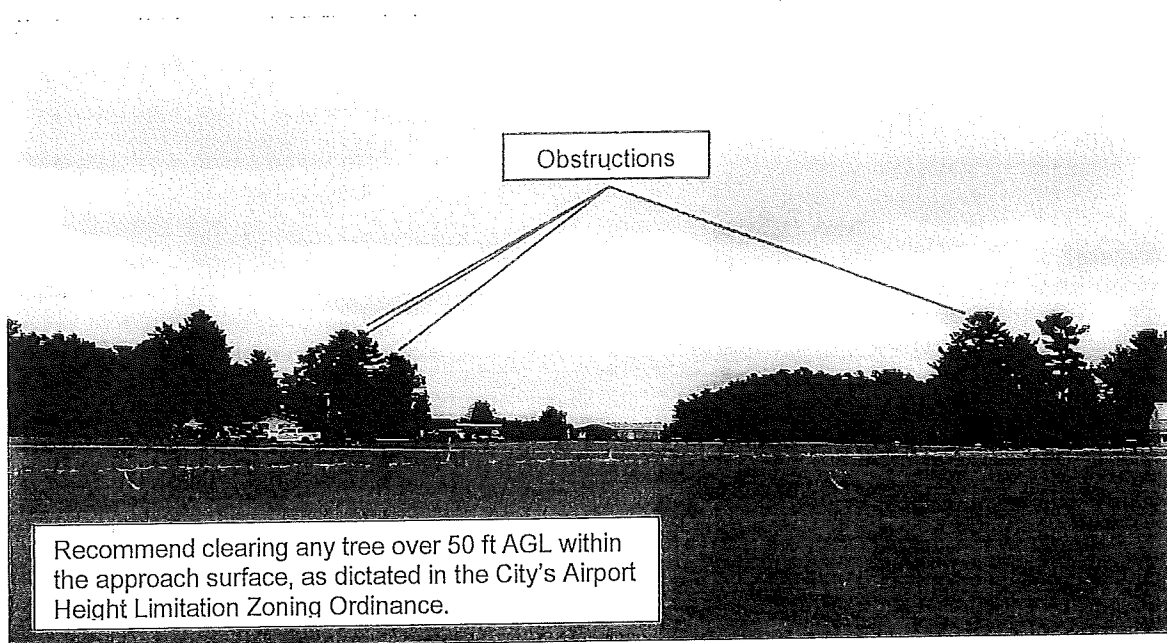
Runway 17



Runway 07



# Runway 25





August 5, 2020

Dear Council Member,

I am writing this letter today to formally request the City of Chetek to consider paying out half of my accumulated vacation time. Currently I have 278 hours of vacation (half would be roughly 140 hours). I will get 210 more hours after my anniversary date of hire in August 2020. After my anniversary date of hire I will have a total of 488 hours of vacation.

Over the last several years, I have not been able to use my vacation hours due to natural disasters and other work-related issues. I have worked many extra hours that I have not been compensated for. I have scheduled vacation days but have ended up having to work. Also, due to COVID 19, my family vacations have been canceled and disrupted.

I have worked for the City of Chetek Police Department for over 15 years and only ever used all my hours of vacation and that is when I was on maternity leave for my 2 younger children. This payout of my vacation would benefit my family financially and the police department more than if I were to take such time away from the police department.

Thank you so much for taking the time to look at my request.

Sincerely,

A handwritten signature in black ink that reads "Jessica Larson". The signature is written in a cursive, flowing style with a large initial "J".

Lieutenant Jessica Larson