

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**

**AVIATION COMMITTEE**

Terminal Conference Room

**DATE:** April 1, 2009

**TIME:** 8:00 a.m.

**PRESENT:** Kathleen Lennon, Maribeth Gabert, Arlene Schmuhl, Shiloh Ramos and Stan Kline

**ALSO PRESENT:** Peter Moll, Airport Director; John Dorcey, Manager of Maintenance & Operations; Diana Ulrich, Airport Secretary; Mary Garcia, Basler Flight Service; Tom Weigt, Basler Turbo Conversions; Bruce Botterman, NewView Technologies; Jeremy Monnett, Sonex; Tom Shepek, Centrum Development; Sandy Forsgren, tenant; Debra Last, tenant; Mike Potopinski, tenant; Teresa Novak, tenant; Geoff Downey, tenant

Meeting was called to order by Committee Chairman Kathleen Lennon at 8:00 a.m.

1. **Public Comments on Agenda Items:** Mr. Botterman thanked the committee members who answered his e-mail regarding the proposed ground lease rate increase. Mr. Downey spoke to the committee regarding poor decisions which were made in the past regarding hangars. He told of how his hangar is situated in an area which is low and how his County-owned hangar is filled with water, does not drain well, and further suggested that blacktop be put down inside to make the hangar more usable. Mr. Downey stated that he not only pays hangar rental but he also spends money at quite a few other businesses on and off the airport when he comes to town. Mr. Downey also stated that the diesel exhaust from the Oshkosh Corporation trucks is leaving black deposits on his plane. Mr. Downey asked if the County could come with some incentives to build private hangars on the airport.
2. **Approve Minutes of March 4, 2009:** Mr. Ramos moved to approve the minutes of March 4, 2009, seconded by Mr. Kline. Motion carried 5/0.
3. **Airport Director's Report:**
  - a) **Tower Project:** Mr. Moll stated that the tower demolition would be occurring within the next two weeks. Ms. Lennon stated she heard it was coming down today. Ms. Schmuhl asked Mr. Moll if a writer had contacted him regarding an interview on the tower. Mr. Moll stated that he had not been contacted.
  - b) **Discuss/Action: Ground Lease Rate:** Due to economic conditions Mr. Kline moved to table this discussion, seconded by Mr. Ramos. Motion carried 5/0.
  - c) **2009 Budget:** Mr. Moll noted the only new concern was that because the transmission on one of the plows was failing, around \$9500.00 was going to be used out of the vehicle maintenance service account (out of \$11,000 budgeted). Other than that, things were fine thus far.
  - d) **Discuss Runway Broom Replacement Options:** Mr. Dorcey gave a presentation regarding the current runway broom, which has a broken fuel pump injector; repairs would start at \$10,000 and could potentially increase further. This would still not address the problem in which the broom unit head will only properly broom in one direction. Mr. Dorcey reported on the potential purchase of a \$45,000 small broom to use until 2010 when Capital Improvement funding for a dedicated runway broom could be purchased. Mr. Ramos asked if the \$45,000

- unit would replace the planned runway broom purchase in 2010. Mr. Dorcey stated that it would not; the smaller unit would be used in the interim and then become an auxiliary piece of equipment for smaller jobs when the 2010 broom was purchased. Ms. Lennon asked how the mud is getting on the taxiways. Mr. Dorcey stated from the Oshkosh Corporation trucks parked primarily along taxiways Delta & Golf, no other taxiways or runways are affected. Mr. Dorcey told the committee that the County is invoicing Oshkosh Corporation \$100.00 per hour for clean-up utilizing a snow plow, which is not totally effective. Mr. Kline asked if the smaller unit would be better for runway clean-up. Mr. Dorcey said no, that the larger unit is better because it only takes one person to operate and if we had two smaller units that half of the crew would be doing runway cleaning. Mr. Kline asked if the County could rent the smaller unit and perhaps borrow one from the Highway Department. Mr. Dorcey stated that we could rent a unit, but was concerned about using one from the Highway because the Highway's use of the unit would take precedence over ours. Mr. Kline and Mr. Ramos both agreed that the Airport should rent the smaller unit until the unit being purchased in 2010 could be purchased.
- e) **Future Capital Improvement Project Plans:** Mr. Moll noted in a previous meeting that he investigated and reported on a proposal to exchange parking space rental with Oshkosh Corporation for snow removal vehicles which are needed at the airport. Mr. Moll stated that Mr. Harris and Mr. Orenstein both recommend the airport budget for the trucks one each year for the next four years under the Capital Improvement Plan. Mr. Moll also stated that state funding could potentially pay for the trucks 80% by the state and 20% by the county. Mr. Kline asked when the paperwork had to be done. Mr. Moll stated he has the paperwork done for the 2009 purchase but this funding requires a public hearing and this could be done sometime in the fall.
- f) **Potential Construction Projects 2009:** Mr. Moll reported to the committee that the reconstruction on the terminal and FBO ramps will not be happening this year. The FAA indicated that runways are the current priority. OMNNI Associates has 95% of the plans done for runway 18/36 and there may be partial reconstruction of the runway funded by stimulus funds.
4. **Chairman's Report:** Ms. Lennon told Mr. Botterman and Mr. Monnett that she is still working on the information which they are in need of and she will get back to them as soon as she has all information.
5. **Discuss Hangar #424 floor:** Mr. Moll stated that a seasonal employee who worked for the airport last year, is studying hangar replacement and upgrades as part of a college course project. Ms. Schmuhl asked if the project was like a future repair plan. Mr. Moll stated yes. Ms. Schmuhl asked if there were building incentives in this study. Mr. Moll said that incentives would be something that the City of Oshkosh would give a builder because we only lease the land on which a hangar would be put. Mr. Dorcey stated that the project could address building new hangars northbound from the existing north T-hangars and then re-developing the east hangar area. The study should be complete and ready for presentation by the next Aviation Committee meeting. Mr. Moll stated that there is funding for hangar construction 95% funding by the FAA, 2.5% by the state and 2.5% by the County.
6. **Discuss Background Checks for Airport Hangar Tenants:** Mr. Ramos stated that he wanted this item on the agenda because Supervisor Roh asked for it to be discussed.

Mr. Ramos stated the reason was because of Homeland Security issues and Through-the-Fence Agreements. Mr. Moll stated that it would incur costs to the airport to conduct background checks on all airport tenants. Mr. Ramos asked if the FAA does any kind of security check. Mr. Dorcey said that when a pilot gets his pilots license a verification of citizenship is done and if the person does not have citizenship they do further security tracking at that time. Mr. Kline asked if we could find out if other airports in Wisconsin do any sort of background check. Mr. Dorcey stated that he is doing a seminar in the near future and the question will be asked.

7. **Committee Member Statements/Suggestions/Items for Future Agenda:** Ms. Last asked if the college student who is doing the research project could do the presentation at the next Aviation Committee meeting. Mr. Moll said that was his intent.
8. **Set Next Meeting Date & Adjourn:** Next meeting was set for May 6, 2009 at 8:00 a.m. at Wittman Regional Airport terminal conference room. Mr. Kline motioned to adjourn, seconded by Mr. Ramos. Motion carried 5/0.

Meeting adjourned at 9:20 a.m.

Respectfully submitted,

Diana Ulrich  
Airport Secretary  
April 1, 2009