

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**  
**AVIATION COMMITTEE**

Terminal Conference Room

DATE: January 6, 2010

TIME: 8:00 a.m.

PRESENT: Kathleen Lennon, Maribeth Gabert, Arlene Schmuhl, Shiloh Ramos and David Albrecht

EXCUSED: Stan Kline

ALSO PRESENT: Peter Moll, Airport Director; Diana Ulrich, Airport Secretary; Mark Harris, County Executive; Thomas Konetzke, County Board Dist. 1; Thomas Widener, County Board Dist. 9; Robert Warnke, County Board Dist. 21; Thomas Ellis, County Board Dist. 34; Jeremy Monnett, Sonex; Mary Garcia, Basler Flight Service; Debra & Larry Last, Red Oak Court neighbors/tenants; Jim Drummond, Red Oak Court neighbor/tenant; Skylar Bryson, Red Oak Court neighbor; Lyle & Sandy Forsgren, tenants; Teresa Novak, tenant; Tom Shepeck, Centrum Development; Bill Roh, citizen

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

1. Public Comments on Agenda Items: Mr. Last spoke on the budget transfer request for fencing. Mrs. Last spoke on the budget transfer request for fencing. Mr. Drummond spoke about communications between neighbors on Red Oak Court and the airport. Mr. Bryson asked if there was a building plan in place for the fence. Mr. Monnett spoke on tenant relations with the airport. Mr. Albrecht spoke on the budget transfer request for fencing in relation to TSA involvement and a potential change to the committee meeting minute approval process.
2. Approve minutes of December 2, 2009: Ms. Schmuhl moved to approve the minutes of December 2, 2009, seconded by Ms. Gabert. Motion carried 5/0.
3. Airport Director's Report:
  - a. Runway 18/36 Reconstruction Project Update: Mr. Moll stated that phase 1 is complete and that the airport has received notice of 2009 FAA Discretionary funds to finish the project in 2010.
  - b. Control Tower Update: Mr. Moll informed the committee no permanent occupancy permit has yet been issued for the tower. Discrepancies have been fixed, but the inspector has not returned for re-inspection.
  - c. 2009 Budget Review/2010 Budget Discussion: Mr. Moll stated that invoices are still coming in for 2009 budget, but won't affect the budget standings.
  - d. Discuss/Approve budget transfer for security fencing: Mr. Moll requested acceptance of a budget transfer to cover the cost of fencing along the Red Oak neighborhood and a small portion on 20<sup>th</sup> Street. Mr. Ramos made a motion to amend the transfer by adding a requirement that the perimeter fence be put at a minimum of ten feet off the property line for the residential Red Oak Court properties. Mr. Ramos moved to approve the amendment, seconded by Ms. Schmuhl. Motion carried 5/0. Mr. Ramos moved to approve the budget transfer as amended, seconded by Ms. Schmuhl. Motion carried 5/0.

- e. Discuss/Approve property acquisition process: Mr. Moll requested approval to start the appraisal process on the Brennand property. Mr. Albrecht moved to continue with the project, seconded by Ms. Schmuhl. Motion carried 5/0.
  - f. Discuss/Approve 2010 Capital Improvement Project – Runway Broom: Mr. Moll requested acceptance of the purchase of a new broom which is in the 2010 Capital Improvement Projects. The broom will be approximately \$650,000 of which 80% may be funded by the state. Mr. Ramos moved to approve the purchase of a new runway broom, seconded by Mr. Albrecht. Motion carried 5/0.
  - g. Steve Wittman exhibit: Mr. Moll told the committee that EAA Chapter 252 expressed an interest in working with the airport to create a display in the old baggage return area of Steve Wittman memorabilia. This display will also highlight airport history.
4. Chairman's Report: Ms. Lennon believes communication could improve in both directions. Mr. Albrecht stated that the committee members are encouraged to attend Wisconsin state aviation conferences that airport management attends to learn about the issues facing airports.
  5. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Albrecht stated that he would like an update at the next meeting on the appraisals. Mr. Ramos asked for a list of capital items for which we have state Bureau of Aeronautics petitions.
  6. Set Next Meeting Date & Adjourn: Next meeting was set for February 3, 2010 at 8:00 a.m. in the terminal conference room. Mr. Albrecht motioned to adjourn, seconded by Mr. Ramos. Motion carried 5/0.

Meeting adjourned at 9:33 a.m.

Respectfully submitted,  
Diana M. Ulrich  
Airport Secretary