

*WINNEBAGO COUNTY BOARD OF SUPERVISORS  
Facilities & Property Management Committee  
And  
Aviation Committee*

**DATE:** Wednesday, November, 13, 2013

**TIME** 9:30 AM

**PLACE:** Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

**PRESENT:** Tim Hamblin, Bill Wingren, Bill Roh, Chuck Farrey, Lawrence Kriescher, Robert Warnke, Maribeth Gabert, Joel Rasmussen, Jim Englebert, Ken Olson

**ALSO PRESENT:** David Albrecht – County Board Chairman, Tom Ellis County Board Supervisor District 34, Mike Elder-Facilities & Property Management Director, Guy Hegg – District 27 Board Supervisor, Harold Singstock – District 23 Board Supervisor, Debbie Last – Citizen, Larry Last – Citizen, Peter Moll – Airport Director, Chris Hallstrand – Airport Operations Manager, Aaron Stewart – Omni Associates, Mary Garcia – Basler Flight, Nancy Hacker – general Manager Tri-County Ice Arena, Teresa Novak – airport Tenant,

**Excused:** None

Meeting was called to order by District 10, Committee Chairperson, Tim Hamblin at 9:30 AM.

**APPROVE MINUTES FROM PREVIOUS MEETING:** Minutes for the October 9<sup>th</sup> Facilities and Property Management Committee approved with a few corrections. Bill Roh clarified the statement attributed to his requesting a copy of the proposed 5-year lease for the Tri-County Ice Arena. Motion made by Bill Wingren 2<sup>nd</sup> by Chuck Farrey, motion passed 4-0-1, Abstain - Kriescher

**CORRESPONDENCE:** none

**PUBLIC INPUT ON AGENDA ITEMS:** Larry Last discussed his request for public input regarding the future plans for the terminal building. He expressed a need to have all potential uses of a vacated terminal building be explored prior to any discussion of razing the building. Robert Warnke responded that the process is still in the very early stages of discussion and there will be public input.

**DISCUSSION AND APPROVAL OF PLANNING FOR AIRPORT ADMINISTRATION BUILDING? TERMINAL REPLACEMENT:** Mike Elder provided updated utility costs for the terminal building. Mr Olson asked about the effect of a new building on the storm water charges. Mike Elder responded that because the amount of impervious surfaces attributed to the Airport are runways and taxiways compared to that of the terminal Building the effect would be minimal but that there were ways to reduce the amount of impervious surfaces. Bill Wingren discussed the definition of a terminal as a place to buy tickets and process baggage. The building no longer functions as a terminal. Bill Wingren asked if the terminal was torn down could the administrative functions be moved to another existing County-owned building, such as empty space in the County Administration Building on Otter Street. Bill Roh also discussed the definition of a terminal and that space may be available in the west wing of the terminal building. Ken Olson asked if a terminal building is needed and would general aviation move to Appleton if there wasn't a terminal. Peter Moll responded that a terminal building was not needed by general aviation. General aviation does need the Fixed Base Operators (FBO). An administration building would meet the needs of the Airport. Chuck Farrey questioned the cost differences in the roof replacement. Mike Elder responded that the numbers were updated at the last meeting. Maribeth Gabert questioned where Orion would go if the administrative functions would move to the west wing. She also supported the idea that the airport director needs to have an office at the airport. She thought the purpose of the meeting was to discuss the future of the building and to move forward with ideas and to develop associated costs with the ideas, possibly getting a study done for \$15,000. Peter Moll discussed that the west wing is a separate building from the terminal. Bill Roh discussed space available in the west wing. He questioned where the \$15,000 study came from. Dave Albrecht gave a brief history of the roof from 25 years ago and discussed the need for an administration building. Jim Englebert also discussed the need for a new administration building. Chuck Farrey asked two questions; Should we liquidate the current building and what should a new administration building contain? Robert Warnke that the process should proceed ahead with more fact finding. Joel Rasmussen stated that the issue should go back to the Aviation Committee for further development to decide what the needs are. Bill Wingren questioned why Omni Associates was involved and how they got involved. Peter Moll stated that Omni is under contract with the State and FAA to be used by airports. Peter was asked if corporate aviation uses the terminal and that additional local talent be included in the process. Jim Englebert stressed that the community will be involved. Dave Albrecht stated that there seemed to be a consensus to move forward. Aaron Stewart explained that Omni got involved because they are to do an airport payout plan and needs to know what the future of the terminal is can be included in the plan. Tim Hamblin determined a consensus was there to move the project forward. Chuck Farrey made a motion to send a recommendation to the Aviation Committee to move forward with a study to determine what the future needs are and what options exist to meet the needs. Larry Kriescher seconded. Bill Roh stated that he does not feel that the

Aviation Committee needs the Facility Committee's permission and made an amendment to exempt the Aviation Committee from needing to vote. Motion carried 3 to 2

**ADJOURN**: Motion to adjourn by Chuck Farrey, 2<sup>nd</sup> by Bill Roh at 11:15am. Motion passed 10-0

Respectfully submitted,  
Mike Elder  
Director of Facilities and Property Management  
November 13, 2013