

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: January 4, 2023
Time: 8:00 am (in person and virtual)
Present: Koby Schellenger, John Hinz, Betsy Ellenberger, Jeffrey Beem, Maribeth Gabert
Virtual: Mike Norton, Supv. District 20; Justin Rust, Basler Flight Service
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Jason Stuker, Maintenance & Operations Manager; Fred Stadler, tenant; Tom Gabert, tenant; Sean Elliott, EAA; Jim Busha, EAA; Tricia Rathermel, GO-EDC; Ed Carpenter, Wittman Airport Mechanic; Zachary Werner, Wittman Airport Equipment Operator; Chris Shaffer, Wittman Airport Equipment Operator; Dan Hoerig, Wittman Airport Equipment Operator; Robert Coats, Wittman Airport Equipment Operator

Meeting was called to order at 8:00 am

1. **Approve Minutes of December 7, 2022:** Supv. Ellenberger moved to approve the minutes from December 7, 2022, seconded by Supv. Hinz. Motion carried 5/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a) *East GA Hangar Project Update:* Mr. Schell stated that the contractors are in process to sign their contracts for both the civil work and the building work. With the contractual phase coming to completion, we are now scheduling a preconstruction meeting. The preconstruction meeting is looking as though it will take place the last week in January. This will help us to start coordinating with the tower and our tenants as to what temporary parameters may be during construction. Mr. Schell anticipates the civil work to begin in February; the civil work is being done by R&R Wash Materials out of Ripon, WI. The building contractor is Cardinal Construction out of Fond du Lac, WI.
 - b) *Volatus Development Update:* Mr. Schell explained that Volatus is an eVTOL developer that we've been working with for about a year now. We're waiting for the FAA to finalize their guidelines on eVTOL developments. Volatus is intending to build a vertiport, which is basically a landing pad for electric aircraft. There currently are no eVTOL aircraft certified to fly commercially in the US. Currently the FAA has interim guidelines that were put out earlier in 2022 by an engineering brief. It has some basic parameters, some basic offsets from established runways, buildings, etc. The site selected still meets all the parameters. Mr. Schell added that yesterday he met with the Bureau of Aeronautics to get them back up to speed on the project and to discuss what the next steps are. A new advisory for vertiports is supposed to come out in 2024. The BOA is still new to this as is everyone else. There was a lot of education in the meeting yesterday. We're going to get coordinates from Volatus on the landing pad site to submit with paperwork to the BOA and FAA in an effort to keep the development moving forward. Supv. Schellenger wondered what elements we are waiting for or are there things that could make it not work here. Mr. Schell doesn't believe that there is anything that could dismiss a vertiport. There are still a lot of unknowns. The FAA has stated that there aren't any fully certified eVTOL aircraft yet, and until that happens, we won't know what some of the unknowns may be. Supv. Ellenberger enquired about who is building the aircraft for eVTOL. Mr. Schell answered that there are many manufacturers. Joby Aviation is one of a number of them. Wisk Aero is another organization that Mr. Schell suggested to look up as well.

- c) *Taxiway Alpha (A) Reconstruction – final phase – capital project presentation:* Mr. Schell explained that this expenditure would allow us to begin design work on the reconstruction of the final portion of Taxiway Alpha (A). This is the full parallel taxiway to the Airport's primary Runway 18/36. Approximately 2,000 linear feet of taxiway between where the 2020 project finished and the south side of Runway 27 remain to be reconstructed. This project would reconstruct the corridor of the taxiway, install upgraded LED edge lighting and rebuild a number of taxiway / runway pavement connections in that same corridor. The stretch of Taxiway Alpha (A) that remains to be reconstructed was last rebuilt in 1967. It has far outlived its useful life and is in dire need of reconstruction. This is also the most trafficked pavement on the entire airport during our normal operations and during AirVenture. This area is a vital link in connecting the north side of our airfield to the south side and our primary runway. Mr. Schell's presentation provided diagrams to show specifically the area being discussed and provided further information regarding this project.
- d) *Replace Plow Truck – capital project presentation:* Mr. Schell explained that this expenditure would allow us to acquire one plow/dump truck vehicle that will replace two existing airport trucks. The new vehicle would replace #54 (1980 dump truck) and #8 (2000 Plow Truck). We're looking for something to fit in between the size of the two of these trucks, yet perform both tasks sufficiently. Summer use is primarily for landscaping and hauling dirt/gravel. Winter use is for snow plowing and spreading salt in the airport parking lots and access roads. The type of vehicle we're looking to acquire is similar to a Ford F-600, which allows larger weight capacity in a smaller chassis. The current vehicles to be replaced are aging, becoming costly to maintain and don't offer the efficiency of the proposed new plow truck. Our fleet would be reduced by one total vehicle, lowering overall maintenance costs and streamlining our operations. Pictures of the two aging trucks were displayed in the presentation and provided to the Aviation Committee members. Supv. Ellenberger stated that at the board meeting, it will be asked if we will sell the other two vehicles and suggests we put that into our presentation. Supv. Schellenger wondered if this is a current price for the plow truck. Mr. Stuker answered that this is current with his findings online within the last month. Supv. Gabert asked if we have to go through a state purchasing contract for the truck. Mr. Stuker replied that there is a state contract and that the cost of the F-600 would fit about the mid-range of that contract, but has not found the F-600 on that list. Mr. Stuker will continue to do research on this.
4. **Discuss and Approve a capital project to design the final phase of reconstructing Taxiway A:** Supv. Gabert asked if there were any questions regarding this capital project to design the final phase of reconstructing Taxiway A. With no response, Supv. Schellenger made a motion to approve a capital project to design the final phase of reconstructing Taxiway A. Supv. Ellenberger seconded the motion. Motion carried 5/0
5. **Discuss & Approve a capital project to replace an Airport Plow Truck:** Supv. Schellenger made a motion to approve a capital project to replace an Airport Plow Truck. Supv. Ellenberger seconded the motion. Motion carried 5/0
6. **Discuss & Approve a hangar lease renewal (L-809C) between Tracy Noack and Winnebago County:** Mr. Hallock stated that Tracy Noack is due for a renewal on a three-year hangar lease for L-809C. This is a heated storage hangar on the north side of the airport at 1,386 square feet. The hangar rate will be set to match hangars L-809A and B at \$402.45 per month with increases annually equal to the change in CPI-U. The term is February 1, 2023 through January 31, 2026. Supv. Hinz wondered if this rate was in line for adjusting all the rates. Mr. Hallock responded that this hangar is not one that is part of the ordinance rate and has been separate.

- Supv. Schellenger made a motion to approve a hangar lease renewal (L-809C) between Tracy Noack and Winnebago County. Supv. Ellenberger seconded the motion. Motion carried 5/0
7. **Operations & Maintenance Report:**
- a) I-2 Hangar: Mr. Stuker reported that this hangar is ready for the new tenant. New flooring was installed and the hangar was repainted. The slideshow that will be shown has pictures of this being redone.
 - b) Control Tower Sprinkler System Water Break: Mr. Stuker reported that a line in the fire suppression system broke when it thawed due after the long period of freezing temperatures. It appears as though a blower fan on the tower elevator shaft heater wasn't working and that caused the line to freeze. Acquire Restoration was able to go in and drill holes in all the baseboards to try to air the area out. Mr. Stuker and Mr. Schell were both at the tower until 2:00 am sucking up the water that flooded the first floor. The Fire Department reported that there was water pouring out of the front door when this incident was first reported. Right above the elevator, the whole ceiling collapsed due to the amount of water. Mr. Stuker stated that we could have some future moisture issues there, so he's working on getting the area dried out well. Supv. Ellenberger questioned if this would be covered by insurance. Mr. Stuker answered that it would depend on what the deductible is. Mr. Schell is consulting with the county insurance contact, Joel Luepke.
 - c) Snow Removal: Mr. Stuker reported that we've had a pretty snowy month in December with some reports showing 5.8 inches of snow in December. During the storm around Christmas, we had a lot of wind so no accumulation was being calculated. Although the snow was blowing sideways and we had large snowdrifts. Mr. Stuker reported that our staff had a hard time keeping up with all of it, however they did a great job keeping the airport operational.
8. **EEA Report:** Mr. Elliott said that there is nothing new to report. They are working with new staff members in preparation for AirVenture.
9. **Chairman's Report:** Supv. Gabert said that she didn't have anything to report. She wanted to thank everyone for taking care of the water damage at the tower.
10. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Schell, Mr. Hallock, and Mr. Stuker put together an end of the year slideshow to depict everything that takes place here at the airport throughout the year.
11. **Set Next Meeting Date:** February 1, 2023
12. **Adjourn:** Motion to adjourn was made by Supv. Schellenger, seconded by Supv. Hinz. Motion carried 5/0. Meeting adjourned at 09:14 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport