

Winnebago County Board of Supervisors
Aviation Committee

Date: May 6, 2016

Time: 9:30 a.m.

Present: Robert Warnke, Maribeth Gabert, Kenn Olson, Thomas Konetzke, and Harold Singstock

Also Present: Peter Moll, Airport Director; Mary Garcia, Basler Flight Service; Audra Hoy, GO-EDC

Meeting was called to order by Chairman Warnke at 9:30 a.m.

1. Public Comments on Agenda Items: None
2. Approve Minutes of April 6, 2016: Mr. Konetzke moved to approve the minutes of April 6, 2016, seconded by Mr. Olson. Motion carried 5/0.
3. Airport Director's Report:
 - a. Review of Wisconsin Aviation Conference, May 2-4, 2016: Mr. Moll discussed the conference and the successes that came out of the overall event. Mr. Warnke and Mr. Olson both attend various sessions and also commented on the quality of the event.
 - b. Aviation Business Center RFP Update: Mr. Moll reported that he and Mr. Elder, Winnebago County's Facility and Property Management Director had met to review the four proposals received via the RFP. After evaluation, both felt, and recommended to the County Executive, that Martin-Riley be awarded the bid to design the proposed Aviation Business Center. The Facilities and Property Management Committee will also be presented this information at their meeting on May 11. Approval by the County Board would be at a later meeting.
 - c. Taxiway B Reconstruction Project: Mr. Moll reviewed the progress of the project to date and reiterated confidence that this phase of the project will be completed to the airport's satisfaction on June 10, 2016, the planned completion date.
4. Discuss/Approve Budget Transfer \$7,242.36 for Tool Cat Equipment Change. Mr. Moll reviewed the proposed trade-in of the snow pusher blade that was purchased with the 2015 Tool Cat acquisition, and subsequent acquisition of a snow blower attachment to better meet the operational needs of the airport. The actual transfer is only \$4,000.00. Motion by Mr. Konetzke to approve, seconded by Mr. Olson. Motion approved 5-0.
5. Discuss/Approve Declaration of Easement with EAA: This item was postponed to the June Aviation Committee.
6. Discuss Rates and Charges Update: Mr. Moll reviewed the proposed rates and charges changes because of the changes in the committee membership. Further discussion and approval will be forthcoming at a later meeting.
7. Discussion of Drone/UAS Operations and Legislation: Mr. Olson presented information he's received through the National Association of Counties and the Wisconsin Aviation Conference on the challenges and opportunities facing the aviation industry relative to the operation of unmanned aerial systems. Consensus of the committee is that the airport continue to work with local law enforcement agencies and other pertinent entities to identify possible legislation for UAS operations in Winnebago County.
8. Discussion of Airport Strategic Planning: Chairman Warnke discussed the need for establishing a long-range planning document for the airport. Since the Airport Master Plan is outdated, it was suggested that staff and the committee work toward updating that plan to identify the direction the airport should move in the next 5-10 years. Chairman Warnke offered the services of UW-Extension employee Catherine Neiswender to initiate discussions on strategic planning and possible avenues to achieve the plan.
9. Old Business: none

10. Chairman's Report: None

11. Committee Member Statements/Suggestions/Items for future Agenda: Several committee members requested an update on airport marketing efforts.

12. Set Next Meeting Date: Next meeting will be Wednesday, June 1, 2016 at 8:30 a.m. (Note the change in start time)

13. Adjourn: Ms. Gabert moved to adjourn; seconded by Mr. Olson. Motion carried 5/0. Meeting adjourned at 10:31 a.m.

Respectfully submitted,
Peter M. Moll
Airport Director