

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: June 6, 2018

Time: 8:30 a.m.

Present: Maribeth Gabert, Harold Singstock, Larry Lautenschlager & Thomas Konetzke

Excused: Robert Warnke

Also Present: Jim Schell, Airport Director; Pete Rausch, Maintenance & Operations Mgr; Robert Keller, Supv. Dist. 32; Tom Egan, Supv. Dist. 33; Rod McNeil & Justin Rust, Basler Flight Service; Jack Pelton & Sean Elliott, EAA; Audra Hoy & Jason White, GOEDC; Jared Huss, FVTC; Jennifer Jensen, NextJen Studios; Sandy Forsgren, Tom Gabert, Fred Stadler, tenants; Bill Roh, citizen

Meeting was called to order by Chairman Gabert at 8:30 a.m.

1. Approve Minutes of May 2, 2018: Mr. Konetzke moved to approve the minutes of May 2, 2018, seconded by Mr. Singstock. Motion carried 4/0.
2. Public Comments on Agenda Items: It was discussed that comments will be limited to 2-3 minutes and comments will not be answered, but heard and when the agenda item for which the comment was made comes up, Committee Members will address the comment at that time.
3. Airport Directors Report:
 - a) Update on Business Park Taxiway Progress: The project scope for phase one of the new business park taxiway has been defined as a 370' long x 50' wide taxiway to connect from taxiway A to the business park. Mr. Lautenschlager would like to see the project start right away. Mr. Schell stated he should receive the scope and fee document from Strand Associates (engineer) in the next few days. Once the design fees are known and the rough cost estimate is finalized, a resolution will be brought forward to the Aviation Committee for funding.
 - b) Knapp Street Project Completion Date: Mr. Schell stated gate #47 is being used again for tenant hangar access and gate #52 is being repaired. Mr. Rausch stated the Knapp paving is complete and the full project is scheduled to be complete June 15th.
 - c) County Board Tour Recap: Mr. Schell summarized the events of the May 14 County Board Tour including discussion with the board members on the west wing project, the county owned snow removal equipment and gave a walk-through of the terminal building and west wing. A broad educational overview of airport infrastructure and operations was also given via a 30 minute presentation. Mr. Konetzke asked if Mr. Schell had good feed-back from board members.
 - d) Taxiway Alpha Reconstruction Project: Mr. Schell discussed the scope of the project, timeframe and cost. Omni Associates has submitted design costs for the project through the BOA and, combined with a rough cost estimate, a resolution will be brought forth to the Committee for project funding. This project is programmed at a 90% FAA, 5% Bureau of Aeronautics (BOA), 5% County funding split. Based upon funding approval, design work would be anticipated to begin in late 2018.
4. Tenant Advisory Committee Report – Audra Hoy: Ms. Hoy stated that the initial Advisory Group members have been set and that meetings will be held bi-monthly. An email was sent out communicating to all airport tenants and users the structure, purpose and composition of the Advisory Group. The first meeting will be scheduled in late June or early July.
5. Aviation Business Park Report – Jason White: Mr. White stated that NextJen Studios through their contract with the Airport will be taking the lead for marketing and development of the business park. GO-EDC stands to serve in a supporting role and can be called upon when needed. Mr. White stated we need to take care of our current tenants in Oshkosh and at the Airport in order to have a strong foundation on which to build the business park prospects.

6. EAA Report – Jack Pelton: Mr. Pelton wants to coordinate with Wittman Airport for future construction projects and work with the airport to limit parking and camping area loss.
7. Chairman’s Report: Read & Comment-Article on General Aviation at Wittman Airport: Ms. Gabert read the article that was published in the Northwestern to everyone and thanked Mr. Schell for doing the article.
8. Public Comments – General: Mr. Roh said he liked the article and wanted to know if it was in the Post Crescent. Mr. Roh made the committee aware of the County Board vote on razing the terminal and moving into the west wing. Mr. Roh asked about the status of the Vision Study. Mr. Schell stated the Vision Study is being formatted and getting ready for presentation by the consultants at the July Aviation Committee meeting, at which time copies will be sent to all those who were invited to participate in the focus groups and various other entities.
9. Committee Member Statements/Suggestions/Items for Future Agenda: Ms. Gabert asked for an update to the Business Park taxiway. Mr. Singstock commented favorably on how Mr. Schell has been proceeding with his new duties and also how Ms. Gabert is doing with chairman duties. Mr. Singstock asked about Business Park priorities and where they rank with all other needs the Airport has. Mr. Singstock stated the County Board approved 1.1 million for the west wing/terminal project, it needs to proceed ahead and that we should have a clear direction by the special orders meeting in September. Ms. Gabert stated it is in Facilities and Property Management and County Executive Mark Harris’s hands to move forward. Mr. Singstock would like a report from Basler Flight Service and Hertz Rental Car on how they are doing at the airport. Mr. Singstock would like our priorities to be on hangar development and asked for comments from the Tenant Advisory Committee. Mr. Singstock wants to know if the diagonals will be effected with new hangars and why planning wasn’t done several years ago for the taxiway stub to the business park. Mr. Konezke asked Jason White why we were not getting any business for the business park. Mr. White said the park is a great asset and that other municipalities are trying to fill their parks but there needs to be a workforce to fill it. Mr. Lautenschlager would like to see the terminal building project move forward. Mr. Lautenschlager would like to see hangar maintenance improved. Mr. Singstock would like a marketing update and a six month financial report at the next meeting.
10. Set Next Meeting Date: Next meeting is set for July 11, 2018.
11. Adjourn: Mr. Singstock motioned to adjourn, seconded by Mr. Lautenschlager. Motion carried 4/0. Meeting ended at 10:30 a.m.

Respectfully submitted,

Jim Schell
Airport Director
Wittman Regional Airport