

## WINNEBAGO COUNTY BOARD OF SUPERVISORS

### Aviation Committee

**Date:** June 30, 2020

**Time:** 8:30 a.m. (In-person meeting with Virtual Option)

**Present:** Maribeth Gabert, Larry Lautenschlager, Robert Warnke & Thomas Konetzke

**Also Present:** Jim Schell, Airport Director; Charles Sweet, Deputy Director; Peter Rausch, Maintenance & Operations Manager; Rod McNeil, Basler Flight Service; Tricia Rathermel, GO-EDC; Sean Elliott, EAA; Jared Huss, FVTC; Evan Barrett, Rob Sims, Lydia Werner, Mead & Hunt; Koby Schellenger, Supv. Dist. 23; Fred Stadler, Tom Gabert, tenants

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

1. **Approve Minutes of June 3, 2020:** Supv. Warnke moved to approve the minutes of May 6, 2020, seconded by Supv. Lautenschlager. Motion carried 4/0.
2. **Public Comments on agenda items or any item under the jurisdiction of this committee:** Rod McNeil of Basler Flight Service thanked the committee and the airport staff for a smooth transition over to the main terminal.
3. **Airport Director's Report:**
  - a. **New GA Terminal Project Update:** Mr. Schell informed the committee that work to prepare the West Wing building for demolition, including hazardous material remediation, is nearly complete. There was a preconstruction meeting held last week and construction on the project is scheduled to begin on July 20<sup>th</sup>. There will be a Groundbreaking Ceremony held at 10 am on July 16<sup>th</sup> to officially kick off the project. Invites will be sent out after July 4<sup>th</sup>. Social distancing and mask wearing in accordance with CDC and County Health Department guidance will be followed.
4. **Discuss & Approve an Airport Lease Agreement with Oshkosh Defense, LLC:** Mr. Schell informed the Committee of Oshkosh Defense's request for short term storage of a limited number of production vehicles for the next six months. Given the cancellation of AirVenture and confirming with EAA that they would not need the West Ramp for the remainder of 2020, this lease allows for storage of vehicles on the West Ramp at published non-aeronautical use rates from July 1, 2020 until December 31, 2020. The rent for use of this ramp area will be \$4,368.08 for the term of the agreement. Motion made to approve the Airport Lease Agreement with Oshkosh Defense, LLC by Supv. Lautenschlager, seconded by Supv. Konetzke. Motion carried 4/0.
5. **Taxiway Alpha Reconstruction & Business Park Taxiway. Project Update - Charles Sweet:** Mr. Sweet stated that Phase I of the project is on schedule for completion by the July 3<sup>rd</sup> deadline. Landscaping, electrical work and pavement marking are the only items remaining to be completed in Phase I. The Business Park taxiway is substantially complete. Mr. Sweet stated that due to the cancellation of AirVenture, Phase II & III have been moved up to a start date of July 20<sup>th</sup>. The completion date for the remaining two phases will be November 13, 2020.
6. **Turf Operations Area Status – Charles Sweet:** Mr. Sweet updated the Committee on recent meetings discussing the proposed Turf Operational Area. Last week Airport staff met with ATCT and EAA staff to discuss the parameters of the proposed area. Many items are still yet to be determined. Also last week, Airport and EAA staff had a conference call with FAA to determine FAA policy on this type of operational area. Midwest ATC and FAA are setting up a Safety Risk Management (SRM) panel to assess safety standards associated with this concept. This meeting will be held near the end of July. Pending the results of the SRM meeting, we can then determine next steps in the process.
7. **Master Plan Project Presentation – Mead & Hunt:** Rob Sims of Mead & Hunt gave a presentation to the Committee on recent work conducted for the Master Plan Update. Rob also highlighted recent meetings with the Tenant Advisory Group (TAG) and EAA to get initial feedback on the proposed airfield alternative concepts. Tom Gabert asked how many people are involved in the project. Rob stated that four staff from M&H are working on the project along with members of the TAG, FAA, BOA and Airport staff. Supv. Gabert asked about the types of aircraft listed for the 7-knot crosswind analysis of the diagonal runways. Rob stated those are various different based aircraft at Wittman, compiled from our based aircraft database and discussions with TAG. Rob mentioned the next major step would be to conduct a wider public meeting, highlighting the airfield alternative concepts and gathering public input. Given challenges in holding public meetings due to COVID, the project team is assessing the best format for holding this upcoming meeting. It is intended to hold this meeting in late August.

8. **EAA Report:** Sean Elliott applauded the work being conducted in furtherance of establishing a Turf Operational Area at the Airport. He also discussed the communication efforts both the Airport and EAA have been engaging to inform the flying public of the airport's status for what would have been AirVenture week.
9. **Chairman's Report:** Supv. Gabert suggested Mr. Schell reach out to Supv. Schellenger to bring him up to speed on airport related items and schedule a tour of our facilities to familiarize him with the airport.
10. **Committee Member Statements/Suggestions/Items for Future Agenda:** Supv. Konetzke asked if there are questions asked and feedback given on items which the EAA participants would like improved on the grounds. Mr. Pelton stated yes, and at present they are working on improvements the campgrounds and some grass areas.
11. **Set Next Meeting Date:** Next meeting is tentatively scheduled for August 5, 2020 at 8:30 a.m. in the Terminal Building.
12. **Adjourn:** Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 4/0. Meeting adjourned at 10:15 a.m.

Respectfully submitted,  
Diana M. Ulrich  
Administrative Assoc.  
Wittman Regional Airport