

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: July 6, 2022
Time: 8:00 am (in person and virtual)
Present: Koby Schellenger, John Hinz, Betsy Ellenberger, Jeffrey Beem, Maribeth Gabert
Virtual: 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; Sandy Forsgren, tenant; Chip Dyni, ATC; Tricia Rathermel, GO-EDC; Terry Rushing, Wings as Eagles; Sean Elliott, EAA; Jack Pelton, EAA; Jim Busha, EAA

Meeting was called to order at 8:00 am

1. **Approve Minutes of June 1, 2022:** Supv. Ellenberger moved to approve the minutes from June 1, 2022, seconded by Supv. Hinz . Motion carried 4/0. Supv. Gabert not present at this time.
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 advised that the Hangar Project did get approved at the last board meeting. He is anticipating putting this project out to bid shortly. The goal is to have demolition take place this fall and the majority of the work take place in the spring. Once posted by BOA, Mr. Schell will get word out through various channels to get contractors interested to bid.
 - b) *EAA Ultralight Runway Relocation Proposal:* Mr. Schell referenced a diagram to specify the location being discussed. Currently this turf runway is located adjacent to and just west of airport owned property. With this location, this runway is only active during AirVenture week. The relocation of the ultralight field to the proposed new location will increase safety to the flying users of that runway as well as the remainder of airfield operations during AirVenture week. Impact to traffic and residents should be minimal. This proposal is currently going through the approval process with the county. Supv. Ellenberger wanted to know the timeline for this. Mr. Pelton from EAA answered that this would take place in 2024. It's operated under exemptions today for the highest safety standards. Supv. Hinz stated that traffic is a big issue and wondered about camping. Mr. Pelton answered that there will be one week camping only in a separate area. Supv. Hinz then questioned if this area was also proposed for hot air balloons. Mr. Pelton advised that this was incorrect. Supv. Hinz then asked about access to this new area only crossing the road during AirVenture. Mr. Pelton confirmed they'd only cross the road (Knapp St) with aircraft during Airventure. He then added that this new location would be completed the earliest in two years; 2024 – 2025 most likely. There are current issues that need to be dealt with such as standing water.
4. **Discuss & Approve a Resolution to Petition the WI DOT Secretary for Airport Improvement Aid:** Mr. Schell is in the process of renewing the petition for capital projects. Part of this process was the public hearing that took place last month. Without the active petition, there is no future ability to apply for grant funding for the projects covered at the public hearing. This resolution allows the County Executive to sign the Agency Agreement and Federal Block Grant Owner Assurances document. This authorizes the state to act as an agent for Winnebago County for airport capital projects and accepts the federal block grant owner assurances. The end result of this petition allows for projects to be placed on the Wisconsin Bureau of

Aeronautics Capital Improvement Plan and be eligible for future grant assistance. Supv. Ellenberger made a motion to Approve a Resolution to Petition the WI DOT Secretary for Airport Improvement Aid. Supv. Hinz seconded the motion. Motion carried 5 /0.

5. **Discuss & Approve a Lease renewal between Winnebago County and Myers Aviation, Inc.:**
Mr. Hallock advised that Myers Aviation is a long-time airport tenant providing aircraft maintenance services. Myers currently rents Hangar "J" on the east side of the field for aircraft and aircraft parts storage. The term they wish to renew is August 1, 2022 through July 31, 2023. The rate would increase by 7.6% from the previous rate (CPI-U) to \$564.90 per month or \$6,778.80 per year. Supv. Ellenberger moved to Approve a Lease renewal between Winnebago County and Myers Aviation, Inc. Supv. Beem seconded the motion. Motion carried 5/0
6. **Discuss & Approve a Lease renewal between Winnebago County and NextJen Studios LLC:**
Mr. Hallock stated that NextJen Studios LLC is a long-time tenant of airport office space. NextJen Studios LLC has been leasing space in the General Aviation Terminal since we opened and wishes to renew their lease for another year. The term would be July 1, 2022 through June 30, 2023 with a rate of \$174.45 per month or \$2,093.34 annually. Supv. Ellenberger moved to approve a Lease renewal between Winnebago County and NextJen Studios, LLC. Supv. Hinz seconded the motion. Motion carried 5/0.
7. **Discuss & Approve a Lease amendment between Winnebago County and New View Technologies, Inc.:** Postponed to next month
8. **Operations and Maintenance Update:**
 - a. *AirVenture Preparations:* Mr. Stuker updated the committee that the dots on 18/36 were completed the previous day and that everything is running on schedule. All the paint needed is on hand. Our Operations staff is working on a large variety of other projects in order to prepare the airfield for the event.
 - b. *Runway Painting:* Both diagonal runways have been repainted.
 - c. *Airfield Concrete Patching:* Two employees from airport maintenance worked an overnight shift to complete multiple concrete patch repairs. Taxiway A, old section between A1 and 27 and completed a concrete patch repair on B4. Mr. Stuker commented that the old section is one of the oldest pieces and needs constant attention. Overnight work allowed the airfield operational impact to be minimal.
 - d. *Asphalt Paving:* The County Highway Department paved / patched two asphalt areas. One on Wittman Road (perimeter road) near the north 40 shower house and the other off of 20th Street behind the EAA Chapter Hangar. Mr. Stuker said there is another area adjacent to this that will be paved next year.
9. **EAA Report:** Running on schedule and have personnel ready. Their advance ticket sales are in line with last year.
10. **Chairman's Report:** Supv. Gabert wanted to wish EAA the best of luck with a successful and safe convention.
11. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Schell advised that he will have a budget draft at the next meeting. Mr. Schell has also been working on an update to ordinances regarding hangar rental rates and land lease rates that are long over-due. The ordinances as a whole need to be cleaned up.
12. **Set Next Meeting Date:** Tentatively August 3, 2022
13. **Adjourn:** Motion to adjourn was made by Supv. Hinz, seconded by Supv. Ellenberger. Motion carried 5/0. Meeting adjourned at 08:29 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport