

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: October 2, 2019

Time: 8:30 a.m.

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

Also Present: Jim Schell, Airport Director; Peter Rausch, Maintenance & Operations Manager;
Rod McNeil, Basler Flight Service, Jason White, GOEDC; Sandy Forsgren, Terry Novak,
Tom Gabert & Fred Stadler, tenants

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

1. **Approve Minute of September 4, 2019:** Supv. Lautenschlager moved to approve the minutes of September 4, 2019, seconded by Supv. Konetzke. Motion carried 5/0.
2. **Public Comments on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a. *Terminal Project Update:* Mr. Schell informed the committee that he has pushed for additional money from the Bureau of Aeronautics to be used for site work, utility work and pavement work (civil work projects) for the new GA terminal building. Mr. Schell informed the committee that Hertz Car Rental will be leaving the airport as of December 31, 2019. Mr. Schell also informed the committee of the (no cost to the Airport) work done by C.R. Meyer for a rough design and associated cost estimates of remodeling the existing terminal building. Estimates came in at nine million dollars toward the high end of that range. For multiple reasons, that idea is not a viable option. Mr. Schell will be sitting down with Basler Flight Service and Martin Riley architects as they will discuss potential interior re-design to the existing plans for the new facility. Mr. Schell will also be meeting with the Advisory Group to go over the exterior design of the building. Mr. Schell will be taking this to the County Board in December for a funding request. Supv. Warnke asked Mr. Schell to emphasize the energy savings and the building will be more efficient. Ms. Gabert stated with the new building, more land will be open for re-development.
 - b. *Business Development & Public Relations:* Mr. Schell noted he is still working on the RFP for the provision of marketing and business development services. Mr. Schell told the committee he will be at the NBAA conference later in October and intends to find more prospects for the Business Park. In January, Mr. Schell will be setting up a booth at the Oshkosh Chamber of Commerce Business Expo with an emphasis on the Business Park and new GA terminal projects.
 - c. *Business Park Taxiway Update:* Mr. Schell will be reviewing the final design and the bid date will be in early November.
 - d. *Hangar Development Update:* Mr. Schell told the committee he had budgeted \$85,000 for design and engineering services on a hangar re-development project. That budgeted amount was removed from the FY 2020 operating budget and was suggested to be brought as a separate capital request to the county board.
 - e. *Operations Update-Peter Rausch:* Mr. Rausch told the committee that his mechanic is prepping snow equipment. Mr. Rausch noted that the improvements to the shoulders on the perimeter road are holding up very well. A signage upgrade is being worked on with taxiway signs being updated with LED lighting. The sealcoat and crack seal project is nearing completion and has gone very well.
4. **Chairman's Report:** Supv. Gabert told the committee she is working with Sean Elliott from the Experimental Aircraft Association on a disaster relief program concept for the airport. This is still in a preliminary status.
5. **Committee Member Statements/Suggestions/Items for Future Agenda:** Supv. Gabert asked to have a report from the Tenant Advisory Committee and an Operations Report from Mr. Rausch monthly.
6. **Set Next Meeting Date:** Next meeting is set for November 6, 2019.
7. **Adjourn:** Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 5/0. Meeting adjourned at 9:12 a.m.

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