

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: December 4, 2019

Time: 10:30 a.m.

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

Also Present: Jim Schell, Airport Director; Peter Rausch, Maintenance & Operations Manager;
Mark Harris, Winnebago County Executive; Robert Keller, Supv. Dist. 32; Jim Busha, EAA; Audra Hoy, GOEDC;
Jared Huss, FVTC; Wayne Daniels, Terry Novak & Fred Stadler, tenants

Meeting was called to order by Chairman Gabert at 10:30 a.m.

1. **Approve Minutes of November 6, 2019:** Supv. Warnke moved to approve the minutes of November 6, 2019, seconded by Supv. Konetzke. Motion carried 5/0.
2. **Public Comments on Agenda Items or Any items Under the Jurisdiction of this Committee:** None
3. **Airport Director's Report:**
 - a. *Marketing & Public Relations Update:* Mr. Schell informed the committee that he will be exhibiting at the Oshkosh Chamber Expo on January 30th and is reaching out to EAA as a joint exhibitor. The Airport will have brochures to hand out from various airport tenants and will have numerous door prizes donated by NewView Technologies, Myers Aviation, Sonex and the Hilton. The Airport will have its final print ad of 2019 in Aviation Maintenance Magazine. The Airport will be sending out a notice to the Airport tenants some time in January inviting them to a meeting with Mead & Hunt for the master plan. Mr. Schell is also working on an article for the Post Crescent and will be meeting with different groups in 2020 to promote the airport.
 - b. *New GA Terminal Project Update:* Mr. Schell told the committee that he had a meeting with the Architect along with Patty Francour of IT, Mike Elder of Facilities, Rod McNeil from Basler Flight Service, Pete Rausch & Diana Ulrich regarding the redesign and to finalize the floor plan. Everyone had good ideas and we are going in the right direction regarding the redesign. On December 17th, Mr. Schell will be going to the County Board for the funding request.
 - c. *Business Park Taxiway Project Update:* Mr. Schell said the bids were opened November 21st and the low bid was to Vinton Construction with a construction price of \$297,000 which was under the estimated \$418,000. Mr. Warnke asked who is checking the specs/plans to make sure the project is done right. Mr. Schell stated the Bureau of Aeronautics along with Airport staff and the engineering firm.
4. **Discuss & Approve a Budget Transfer to accept additional land rent revenue in FY 2019:** Mr. Schell stated the additional revenue is from amendment #2 of the EAA lease. Mr. Schell stated he would like to use this additional revenue for design work for hangar development where the G & H units currently sit. Motion to approve the budget transfer to accept additional land rent revenue for FY 2019 and appropriate it for hangar design was made by Supv. Warnke, seconded by Supv. Lautenschlager. Motion carried 5/0.
5. **Discuss & Approve a budget transfer to authorize additional design services on the new General Aviation Terminal project:** Mr. Schell stated this money will be used to get the redesign work completed along with bidding and construction administration services. Motion to approve the budget transfer to authorize additional spending for design services on the new General Aviation Terminal project in the amount of \$183,000 was made by Supv. Lautenschlager, seconded by Supv. Konetzke. Motion carried 5/0.
6. **Operations & Maintenance Report – Pete Rausch:** Mr. Rausch told the committee the load of sand for the 2019-2020 season for use on the runways to improve their condition during winter storms has been delivered and meets FAA specifications. The friction wheel has been re-installed and the annual calibration has been performed and the liquid deice truck has also been calibrated. The liquid deicer is used when dry chemicals are not effective because of certain atmospheric conditions. Mr. Rausch stated as of the first week in December we have had 13" of snow to date which is about a third of our annual snow fall amount.
7. **EAA Report:** Jim Busha told the committee that EAA is opening the museum for free through Sunday in the wake of events at Oshkosh West for students. Christmas in the Air is December 7th. EAA will be making announcements in the next couple weeks regarding EAA Air Venture 2020 acts, jet team, etc.

8. **Chairman's Report:** Supv. Gabert asked Fred Stadler to speak regarding the most recent tenant advisory group meeting. Mr. Stadler stated the bulk of the meeting was regarding the Master Plan and that Mead & Hunt was very thorough and there were several different opinions regarding the taxiway and runway configurations. Chairman Gabert asked that the minutes of the last tenant advisory group meeting be distributed to the Aviation Committee and Mr. Schell stated he would get them to the committee members.
9. **Committee Member Statements/Suggestions/Items for Future Agenda:** Supv. Warnke asked if Mr. Schell found a new rental car agency to rent space previously rented by Hertz. Mr. Schell stated he has exchanged a few phone calls with both Enterprise and Avis, and that he is continuing to set up a meeting with those agencies.
10. **Set Next Meeting Date:** Next meeting is tentatively scheduled for January 8, 2020 at 8:30 a.m.
11. **Adjourn:** Motion to adjourn was made by Supv. Konezke, seconded by Supv. Lautenschlager. Motion carried 5/0. Meeting adjourned at 11:05 a.m.

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