

WINNEBAGO COUNTY BOARD OF SUPERVISORS

AVIATION COMMITTEE

Terminal Conference Room

Date: February 4, 2009
Time: 8:00 a.m.
Present: Kathleen Lennon, Maribeth Gabert, Arlene Schmuhl & Shiloh Ramos
Excused: Stan Kline
Also Present: Peter Moll, Airport Director; John Dorcey, Maint. /Operations Manager;
Diana Ulrich, Airport Secretary; Scott Brummond, WI Bureau of Aeronautics;
Bruce Botterman, NewView Technologies; Mary Garcia, Basler Flight Service;
Bob Warner, Wealth Educators for Aviators; Tom Shepek, broker;
Sandy Forsgren, tenant; Michael Potopinski, tenant; Teresa Novak, tenant;
Debra Last, tenant; Larry Last, tenant; Fred Stadler, tenant;
Cathy Drummond, Red Oak Court resident

Meeting was called to order by Committee Chairman Kathleen Lennon at 8:00 a.m.

1. Public Comments on Agenda Items: Fred Stadler introduced himself, stating that he is the airports representative for the Aircraft Owners and Pilots Association, (AOPA).
2. Approve Minutes of January 7, 2009: Ms. Schmuhl moved to approve the minutes of January 7, 2009, seconded by Mr. Ramos. Motion carried 4/0.
3. Director's Report:
 - a. Tower Project Update – Mr. Moll stated that there are 26 items which OMNNI & Associates has to address before the occupancy permit can be issued. Mr. Moll stated that the old tower has to be vacated by the end of February in preparation for it to be razed. Mr. Moll told the committee that he was still working with the FAA in regards to the Memo of Understanding for the new tower.
 - b. Discuss/Action: 2008 Budget Transfer for Wages due to Snow Removal - Mr. Moll stated that the money for the transfer would be coming from the 2008 budget. Ms. Schmuhl motioned to approve the budget transfer, seconded by Ms. Gabert. Motion carried 4/0.
 - c. Discuss/Action: 2009 Budget Transfer for Field Maintenance due to Snow Removal – Mr. Moll told the committee that his 2009 budget for field maintenance was \$29,000. Because of January weather and icy conditions the Airport has already spent \$35,109.21. Mr. Moll asked for a transfer of \$29,000 from the airports reserve fund. Ms. Schmuhl motioned to approve the budget transfer, seconded by Mr. Ramos. Motion carried 4/0.
 - d. Discuss/Action: Land Rental Rate Increase – Mr. Moll gave each member of the committee a handout of comparisons of land rental rates throughout Wisconsin. Mr. Moll informed the committee that the average rate was \$.12 per square foot, Wittman Airport is currently at \$.13 per square foot and he is asking for an increase to \$.15 per square foot. Mr. Ramos asked if the land rental rate increase could be brought back to next months meeting. Motion to defer to next months meeting was made by Mr. Ramos, seconded by Ms. Schmuhl. Motion carried 4/0.

- e. **Discuss/Action: Winnebago County's Portion of Runway 18/36 Reconstruction** – Mr. Moll stated that because of the Government's Stimulus Package there is a possibility for FAA to have money for this project. The portion of the runway to be reconstructed is 40+ years old. This portion is the northern 6,700 feet. The County's portion of the project would be approximately \$350,000, which is 2.5% of the project. Mr. Moll has this project in the Capital Improvement Projects for this year. Mr. Ramos motioned to approve the County's 2.5% funding, seconded by Ms. Schmuhl. Motion carried 4/0.
- f. **Discuss/Action: Snow Removal Equipment Fleet** – Mr. Moll gave the floor to Mr. Dorcey on this subject. Mr. Dorcey provided each member a handout with a review of the vehicles and the maintenance costs for each vehicle. Mr. Dorcey stated that some of the trucks are 30 years old and that the FAA states that life expectancy for snow removal equipment is 10 years. The broom and the blower are the workhorses of the airport and it has been a big challenge in obtaining parts to repair them. Mr. Dorcey asked the committee for their support in purchasing new vehicles from Oshkosh Corporation. Mr. Dorcey stated that this could be set up so that the rental paid by Oshkosh Corporation for truck storage would be offset by the cost of a new truck. Ms. Schmuhl noted this would be similar to a barter agreement. Mr. Ramos asked if any of the money currently being paid by Oshkosh Corporation was marked for 2009 revenue. Mr. Moll stated yes, and with the amount of trucks being stored at the Airport our budget would be met in three months. Ms. Schmuhl thought this was a great idea; Ms. Gabert said it was a win, win situation. Mr. Ramos asked if there were any legal hurdles to get over if it was done this way. Mr. Moll stated he would be contacting Corporation Counsel to ensure we would be in compliance. Motion was made by Ms. Gabert to continue discussions to procure the snow removal equipment with Oshkosh Corporation, seconded by Mr. Ramos. Motion carried 4/0.
- g. **Discuss/Action: Lease Agreement for Wealth Educators for Aviators, LLC** – Mr. Moll stated that he spoke with Bob Warner in regards to the proposed lease agreement. Bob Warner and Noel Warner will be renting two rooms which were at one time to be used by an airline. If and when final approval for remodeling at the airport is given for new administrative offices, Wealth Educators for Aviators, LLC will move into the offices currently used by the Airport administration office. Mr. Ramos asked if he understood correctly that the rental rate would stay the same for the remainder of the agreement, and that only the square footage would increase along with their monthly rental charge. Mr. Moll said that was correct. Motion was made by Mr. Ramos to approve the lease for the offices designated in the lease, seconded by Ms. Gabert. Motion carried 4/0.
- h. **Land Acquisition: Ruedinger Property & Cooper Property** – Mr. Moll told the committee that the Ruedinger Property had an accepted offer from another party and would be closing at the end of the month. Mr. Moll is expecting the second appraisal on the Cooper property sometime this week.

4. **Chairman's Report:** None

5. Security Fencing – Scott Brummond, WI Bureau of Aeronautics: Mr. Brummond gave a presentation/discussion in regard to airport fencing. He stated that every airport has its own unique set of circumstances. Wittman has a unique challenge with AirVenture and other open areas on the airport; Mr. Brummond was surprised that the airport wasn't already completely fenced. Mr. Brummond noted that there could be some liability issues with deer, children, etc. entering an area where they shouldn't be and stated that Wittman Airport should find a way to get the fencing done. Mr. Brummond stated that the State of Wisconsin has a new program where the projects can be funded in a shorter amount of time. Ms. Schmuhl asked Mr. Moll if he has a priority list. Mr. Moll stated that he would like the north end done first, but the south end is a priority also. Mr. Moll stated that there are some areas where the fence is completely gone. Ms. Gabert asked if the plan for fencing could be asked for as a whole but completed in phases. Mr. Brummond answered yes. Mr. Ramos asked if the neighbors knew about the fencing project. Mr. Moll stated that they know fencing needs to be done and that if and when funding is acquired that the neighbors would be notified.
6. Committee Member Statements/Suggestions/Items for Future Agenda: Ms. Schmuhl asked if Mr. Moll could address the stormwater increase at the next meeting. Mr. Ramos asked if at the next meeting Mr. Moll could give an overview of development sites. Tom Shepek asked for presentation time on the next agenda for the Brennand land.
7. Set Next Meeting and Adjourn: Next meeting was set for March 4, 2009 at 8:00 a.m. at Wittman Regional Airport terminal conference room. Mr. Ramos motioned to adjourn, seconded by Ms. Gabert. Motion carried 4/0.

Meeting adjourned at 9:20 a.m.

Respectfully submitted,

Diana Ulrich
Airport Secretary
February 4, 2009