

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: September 6, 2023
Time: 8:00 am (in person and virtual)
Present: Maribeth Gabert, Jeffrey Beem, Koby Schellenger, John Hinz
Virtual: Just Rust, Basler Flight Service; Jared Huss, Fox Valley Technical College
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Jim Busha, EAA; Sean Elliott, EAA; Tom Gabert, tenant; Sandy Forsgren, tenant

Meeting was called to order at 8:00 am

1. **Approve Minutes of August 9, 2023:** Supv. Schellenger moved to approve the minutes from August 9, 2023, seconded by Supv. Hinz. Motion carried 4/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** None
3. **Director's Report:**
 - a. *East GA Hangar Project Update:* Mr. Schell had included in the committee member's packets photos taken on August 30th of the project site and the progress of photos taken about a week ago. Where we are at right now, on the western building, the roof is complete and all the framing for the bifold doors is complete. The east building has about 60% of the roofing complete. They are working on the framing and insulation; the motors have all been delivered for the bifold doors. They are working on the installation of those units. After that is about four to six weeks of electrical work and conduit work for the heating that will be going into the buildings. The new updated estimate for when the hangars will be done is now November 30, 2023. They have had some delays of material arriving on site. Mr. Hallock did send out a notice to the new tenants regarding this updated timeframe yesterday.
 - b. *Aviation Park Development Update:* Mr. Schell stated we have several prospects that we talked to during AirVenture that we've already had some follow up conversations with. Mr. Schell is working to pull the development team together to see who we have followed up with post-AirVenture and who we still need to re-engage with. Back in April we had sent out our first round of promotional boxes, about a dozen. We have also followed up on that and need to discuss who would be beneficial to send our second promotional box to keep that conversation going. Also, next on the list is identifying any new prospects to send the first box to. Mr. Schell also advised that in October Mr. Hallock and Mrs. Maki will be attending the annual NBAA convention to talk with more prospects in our target market there as well. Staff is in process of reviewing that exhibitor list to make the time we have there the most productive.
4. **Discuss & Approve a Ground Lease agreement between ODL Investments, LLC and Winnebago County:** Mr. Hallock advised that Lee Beverage intends to sell their privately owned 50'X65' hangar to ODL Investments, LLC. Upon the approval of a new ground lease between ODL Investments, LLC and Winnebago County, Lee Beverage will be terminating their lease. The Ground Lease is for six thousand (6,000) square feet which includes a private apron located in front of the hangar. The lease area is on the east side of the airport near the new t-hangar development. The ground lease rate will be \$.19/sq. ft./year (current county ordinance rate) and be adjusted with the CPI-U every three years. The lease term is twenty years from October 1, 2023 to September 30, 2043. Supv. Hinz made a motion to approve a Ground Lease agreement between ODL Investments, LLC and Winnebago County. Supv. Schellenger seconded the motion. Motion carried 4/0
5. **Operations & Maintenance Report:** Mr. Stuker advised that over the last month his staff has worked on getting the remaining airfield painting completed for the year. Taxiway Bravo they enhanced the center lines, Taxiway Golf, and then the DNR Ramp after it was finished being seal coated. They have also been doing the typical mowing maintenance and lastly, remediating the accident site on the south side of the airfield where the mid-air collision took

place during AirVenture. There was firefighting foam (AFFF) dispersed from the responding firetruck due to that accident that needed to be remediated. The environmental company finished that up last week. The last of the contaminated soil was hauled away and the accident site was restored and landscaped. We also have had two seasonal employees finish for the year, so we are down to only one left. We still have an open position for an Equipment Operator and have received seven applications. Mr. Stuker is going to follow up to see if any more applications have been received and will proceed with the process of filling the open position. Supv. Schellenger asked Mr. Stuker to explain further the risks involved with the foam not being remediated and the costs associated. Mr. Stuker explained that the risk is if the foam enters a waterway, then the PFAS chemical would be in our water. Mr. Schell added that in 2019 the state passed legislation that makes this a hazardous substance. There's a list of things that airports are mandated by the DNR that need to be done to remediate the use of foam in a life safety event. There's no approved foam alternative, at present, that can be used for an accident like the one that occurred. This is the first time we've had to deploy AFFF since the new legislation was passed. Mr. Schell added that our initial strategy to recoup these costs is to go after the insurance company for aircraft that were involved in the accident and work back from there. Supv. Schellenger then wondered what the ballpark expense is for an incident like the one we had. The initial quote from Valley Environmental for this specific incident was \$42,000.00 (forty-two thousand dollars). If the foam was not able to be contained and had left the site, the remediation cost would be much higher. Staff had a training meeting prior to AirVenture with an environmental contractor and our staff executed the necessary procedures perfectly. Mr. Hallock added that it's not just the soil/accident area that had to be remediated, it's the firetruck as well, flushing the lines used that dispersed the foam. Supv. Schellenger thanked the airport staff and conveyed his appreciation of their prompt response to the accident site and their detailed explanation of the remediation process.

6. **EAA Report:** Mr. Elliott thanked Mr. Schell and the team for the response to the accident and the control of the contaminants. He reported that the FAA/NTSB was very complimentary on how the accident site was contained and controlled and he felt very good with the partnership EAA has with the airport.
7. **Chairman's Report:** Supv. Gabert stated that they had their budget meeting with the county executive yesterday and one thing she can say is that Mr. Schell was well prepared. She feels as though the budget should go through as it is. The intern position has been put in the budget again for next year. The position benefited both the airport and the intern and Supv. Gabert feels that it is important to keep the intern position. Mr. Schell appreciated Supv. Gabert attending the meeting with him and mentioned there would be a more comprehensive overview of the draft budget at the October committee meeting.
8. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Schell announced that September 20th through September 22nd is the Wisconsin Airport Management Association conference in Appleton. There is enough funding remaining in our budget for two committee members to attend. Mr. Schell offered up this availability to our Aviation Committee. Also, September 16th is the EAA Chapter 252 pancake breakfast here at the terminal. There may still be slots for Young Eagle rides, if anyone knows of any kids interested.
9. **Set Next Meeting Date:** October 4, 2023
10. **Adjourn:** Motion to adjourn was made by Supv. Beem, seconded by Supv. Schellenger. Motion carried 4 /0. Meeting adjourned at 08:39 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport