

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

DATE: March 4, 2020

Time: 8:30 a.m.

Present: Maribeth Gabert, Harold Singstock & Thomas Konetzke

Excused: Robert Warnke & Larry Lautenschlager

Also Present: Jim Schell, Airport Director; Charles Sweet, Deputy Airport Director; Peter Rausch, Maintenance & Operations Manager; Justin Rust, Basler Flight Service; Jack Pelton & Sean Elliott, EAA; Jason White & Art Rathjen, GOEDC; Tom Gabert & Fred Stadler, tenants; Jim Cleveland & Jason Stuker, Airport employees

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

1. **Approve Minutes of February 12, 2020:** Supv. Konetzke moved to approve the minutes of February 12, 2020, seconded by Supv. Singstock. Motion carried 3/0.
2. **Public Comments on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a. *Introduction of new Deputy Director:* Mr. Schell introduced Mr. Sweet to the committee along with a copy of his bio. Mr. Sweet was the former Superintendent of the Sheboygan County Airport. Mr. Sweet is currently getting up to speed on a large variety of information about the Airport, ongoing projects, etc. and brings to the Airport a wealth of knowledge. Supv. Gabert welcomed Mr. Sweet to Wittman Airport.
 - b. *New GA Terminal Project Update:* Mr. Schell met with Facilities, IT, Basler Flight Service, Airport staff and the Architect on February 27, 2020 to review the plans and specs for submittal to the BOA. At present, the BOA is reviewing the plans and will provide any comment in order to finalize the 100% construction documents before advertising the project for bid around March 30, 2020. Mr. Schell stated the anticipated bid opening date of April 23, 2020, with a groundbreaking anticipated for mid-June. The bid for the conference room space remodel will be going out this week with anticipated mid-April start for the remodel work, allowing Basler to move over well ahead of AirVenture. Mr. Schell checked with Mike Elder of Facilities regarding the suggestion of using existing partition walls to subdivide the space. Only dividers remaining are 5 feet tall and pretty well worn from prior use. Nothing is available that is full height. Mr. Schell is working with Mr. Elder on cost savings measures to reduce the remodel construction costs.
 - c. *Taxiway Alpha Reconstruction Project Update:* Mr. Schell stated the contractor's first day of Phase 1 begins on March 30th. Phase 1 is to reconstruct Taxiway Alpha from Alpha 6 to the Delta/Alpha Taxiway intersection, and wraps up by late June. The pre-construction meeting is on March 18th (2pm) and invites will be sent out today. An email will be sent to the airport tenants after the pre-construction meeting notifying them of the phase 1 details.
 - d. *Business Park Taxiway Project Update:* Mr. Schell stated the same contractor as the Taxiway Alpha project will be doing the Business Park Taxiway and will be completed concurrently with Phase 1 of the Taxiway Alpha project.
 - e. *Master Plan Update:* Mr. Schell informed the committee of the meetings on March 31st with the Tenant Advisory Group and at the next Aviation Committee meeting on April 1st to discuss draft airfield alternatives. This will be the first round of input on the draft alternatives, based upon that input, we will work on preparing them for a wider public meeting once they are ready.
 - f. *2019 Marketing – Business Development Year in Review:* Mr. Schell walked through the 2019 marketing summary provided by Jennifer Jensen of NextJen Studios. Mr. Schell discussed the paid advertising expenditure totals of both the print and digital advertisements for 2019 which, expanded the Airports regional and national presence. Mr. Schell is starting discussions with Mr. Sweet to develop the 2020 marketing strategy.
4. **EAA Report:** Mr. Pelton stated Family Flight Fest went very well with a record breaking of over 1,600 people attending. Mr. Pelton also gave details on the upcoming addition to the EAA museum.
5. **Operations and Maintenance Report – Pete Rausch:** Mr. Rausch stated on November 27, 2019, gate #37 was damaged by a motorist. The Sheriff's Department responded to the crash which caused substantial damage to the gate and fence. All repairs were completed by late January and the costs were covered by the motorist's

insurance. Mr. Rausch informed everyone that we have had quite a few snowfalls between 4" and 8" of accumulation. Mr. Rausch stated with this amount of snow, great care it taken by his crew to place the snow where it does not cause drifting or obscure aircraft signage. During these numerous snowfall events, three trucks had breakdowns which are all repaired by our in-house mechanic and back in service.

6. **Chairman's Report**: Supv. Gabert stated she read 16.1 million dollars of Federal funds will be given out for runway rehabilitation this year. Supv. Gabert stated she read a nice article in one of her construction magazines on the new terminal project.
7. **Committee Member Statements/Suggestions/Items for Future Agenda**: None
8. **Set Next Meeting Date**: Next meeting is scheduled for April 1, 2020.
9. **Adjourn**: Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Singstock. Motion carried 3/0. Meeting adjourned at 9:03 a.m.

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