

**Winnebago County Board of Supervisors**  
**Aviation Committee**

**Date:** April 3, 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; Mark Harris, County Executive; Robert Keller, Supv. Dist. 32; Sean Elliott, EAA; Rod McNeil & Justin Rust, Basler Flight Service; Audra Hoy & Art Rathjen, GOEDC; Chip Dyni, Air Traffic Manager; Fred Stadler & Wayne Daniels, tenants

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

1. **Approve Minutes of March 6, 2019:** Supv. Konetzke moved to approve the minutes of March 6, 2019, seconded by Supv. Lautenschlager. Motion carried 5/0.
2. **Public Comments:** Fred Stadler invited everyone to the pancake breakfast held by EAA Chapter 252 on April 6<sup>th</sup>. Fred also told the committee about an open house event the Chapter will be hosting at their hangar on May 18<sup>th</sup> from 9 am until noon which will be introducing anyone interested in becoming a pilot to local flight instructors/schools and explaining the process of flight instruction.
3. **Airport Director's Report:**
  - a. **Master Plan Update:** Mr. Schell stated he and the Bureau of Aeronautics have reviewed the scope of the project which was submitted by Mead & Hunt in March, comments and a revised scope were submitted. Currently, the project scope is being reviewed by the FAA for their approval. Once the review is complete, a project fee will be proposed by Mead & Hunt and then it will be negotiated between the BOA and Wittman Airport. Once the negotiation and IFE are complete, we can move forward with the execution of a contract for the Master Plan. Mr. Schell stated Governor Evers approved funding for the Master Plan last week for up to \$400,000 as recommended by the BOA. We anticipate beginning the project in May.
  - b. **Taxiway Alpha Reconstruction Project Update:** Mr. Schell stated design is continuing on the project and funding requests are currently being made to the FAA on the total project cost of \$10.5 million. He anticipate a revised cost estimate and bid package to be put out together in May or June. Construction funding request process to begin in May. Anticipated county share is \$525,000 (tentative). Construction will likely start in the spring of 2020.
  - c. **Aviation Business Park Update:** Mr. Schell noted the design work is continuing on the project and we are looking to have the final cost estimates in by May or early June and a funding request to the full County Board for construction funding in the July or August timeframe. Construction could begin in the spring of 2020 dependent upon the outcome of the constructing funding request. Mr. Schell stated we are coordinating the potential bid schedule of this project with the Taxiway A project in hopes of getting favorable bids.
4. **EAA Report:** Sean Elliott stated EAA is finalizing the line-up for AirVenture 2019 and a big announcement is coming for AirVenture 2019 for something that has not been here before.
5. **Tenant Advisory Group Update – Fred Stadler:** Mr. Stadler stated their last meeting had a good turnout and was a good meeting. Primary topic of conversation was hangar development on the east side of the airport, namely the need to replace the G & H hangar complexes and re-development new hangars in their place. Discussion was on hangar needs, construction type and pricing. Mr. Stadler stated the consensus of the group was that a survey to the airport tenants discussing their hangar space needs would be nice to have done. Mr. Schell stated he was already working on a survey. The group was also in support of a new terminal and what could be done to re-develop the current terminal into another use. Through discussion with GO-EDC staff, it was determined a real estate and developer open house could be beneficial to assessing any potential re-use of the current terminal in lieu of demolition. That open house is in the process of being scheduled for May.
6. **Discuss & Approve a ground lease assignment for the former Buettner hangar from Myers Aviation to Steve and Patty Myers, d/b/a Myers Aviation, Inc.:** Mr. Schell explained the assignment to the committee. Supv. Warnke motioned to approve the assignment, seconded by Supv. Lautenschlager. Motion carried 5/0.
7. **Discuss & Approve an airport operator's agreement and ground lease assignment for the primary Myers Aviation hangars from Myers Aviation Inc. to Steve and Patty Myers, d/b/a Myers Aviation, Inc.:** Mr. Schell explained the assignment to the committee. Supv. Warnke motioned to approve the assignment, seconded by Supv. Konetzke. Motion carried 5/0.
8. **Discuss & Approve the ground lease assignment for the Lee Beverage hangar from Lee Beverage Co., Inc. to Lindemann Logistics, LLC:** Mr. Schell explained the assignment to the committee. Supv. Konetzke motioned to approve the assignment, seconded by Supv. Lautenschlager. Motion carried 5/0.
9. **Discuss & Approve a utility easement for the South 40 camping area with the Experimental Aircraft Association:** Mr. Schell stated EAA was looking to install an underground waterline in the South 40 camping area. All costs of installation, operation, repair and maintenance are solely on EAA. If the county would require removal or relocation of the utilities due to future development, the removal and relocation cost would be EAA's responsibility. Mr. Schell is asking for approval of the Utility Easement Agreement for a onetime fee of \$1.00, pending final approval by Corporation Counsel. Supv. Warnke motioned to approve the easement, seconded by Supv. Konetzke. Motion carried 5/0.

10. **Chairman's Report:** Supv. Gabert told the committee she will be going to the Bureau of Aeronautics CIP meeting with Mr. Schell on April 25<sup>th</sup>.
11. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Warnke would like the committee to put money in the budget for hangars instead of just talking about it. Supv. Gabert suggested putting money into the budget for 2020.
12. **Set Next Meeting Date:** Next meeting is set for May 1, 2019.
13. **Adjourn:** Motion to adjourn was made by Supv. Konezke, seconded by Supv. Lautenschlager. Motion carried 5/0. Meeting adjourned at 9:20 a.m.

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