

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: April 7, 2021

Time: 8:30 a.m. (in person & virtual)

Present: Maribeth Gabert, Larry Lautenschlager, Thomas Konetzke & Koby Schellenger

Excused: Robert Warnke

Also Present: Jim Schell, Airport Director; Tom Ellis, Supv. Dist. 34 ; Rod McNeil & Justin Rust, Basler Flight Service; Chip Dyni, ATC; Tricia Rathermel, GO-EDC; Fred Stadler & Tom Gabert, tenants

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

1. **Approve Minutes of March 3, 2021:** Supv. Lautenschlager moved to approve the minutes from March 3, 2021, seconded by Supv. Konetzke. Motion carried 4/0.
2. **Public comments on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - (a) *GA Terminal Project:* Mr. Schell gave an update of the progress to date including recent work that has been completed in the last few weeks. Mr. Schell also showed renderings of the terminal furnishings package for the administration offices, meeting rooms and airport conference room areas. Mr. Schell gave an update on the work with EAA in creating the layout and content for the historical display cases for the new building. Several meetings with EAA museum and graphic design staff have been held over the last few weeks and we are working to have the display cases ready to be filled upon building completion.
 - (b) *Deputy Director Recruitment Status:* Mr. Schell stated interviews were done on Monday and a candidate has been selected. Mr. Schell has instructed Human Resources to make an offer and an announcement will be forthcoming on or before the next committee meeting.
4. **Discuss & approve a new lease between Basler Flight Service & Winnebago County:** Mr. Schell explained the lease agreement with Basler Flight Service and stated that both parties were satisfied with the terms and rental rates contained in the new lease. This agreement incorporates the new terminal office and operational space into the remaining apron, parking and land areas that Basler continues to lease from the County. Supv. Konetzke moved to approve the lease agreement, seconded by Supv. Lautenschlager. Motion carried 4/0.
5. **Discuss & approve an electric underground easement with Wisconsin Public Service for new terminal utility installation:** Mr. Schell explained the easement to the committee regarding the new gas and electric service required to service the new terminal facility. Supv. Lautenschlager moved to approve the easement, seconded by Supv. Konetzke. Motion carried 4/0.
6. **EAA Report:** None, Mr. Elliott called Mr. Schell prior to the meeting to inform him of EAA's absence at the meeting this month.
7. **Chairman's Report:** Supv. Gabert gave an update on Supv. Warnke.
8. **Committee Member statements/Suggestions/Items for Future Agenda:** Mr. Konetzke would like Mr. Schell to give a more comprehensive update in May on the status of the proposed Turf Operations Area.
9. **Set Next Meeting Date:** Next meeting is set for May 5, 2021.
10. **Adjourn:** Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 4/0. Meeting adjourned at 9:03 a.m.

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