

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**  
**AVIATION COMMITTEE**

**Date:** May 2, 2018

**Time:** 8:30 a.m.

**Present:** Maribeth Gabert, Harold Singstock, Larry Lautenschlager, Robert Warnke & Tom Konetzke

**Also Present:** Jim Schell, Airport Director; Pete Rausch, Supt. of Maintenance & Operations; Robert Keller, Supv. Dist. 32; Tom Egan, Supv. Dist. 33; Jennifer Jensen, Next Jen Studios; Rod McNeil, Basler Flight Service; Randy Myers, Basler Turbo Conversions; Jack Pelton & Jim Busha, EAA; Audra Hoy, GO-EDC; Jared Huss, FVTC; Bill Roh, citizen; Tom Gabert, Debbie Last, Wayne Daniels, Sandy Forsgren & Fred Stadler, tenants

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

1. **Approve Minutes of April 4, 2018:** Mr. Konetzke moved to approve the minutes of April 4, 2018, seconded by Mr. Warnke. Motion carried 5/0.
2. **Airport Director's Report:**
  - a) Tenant Advisory Committee Update: Mr. Schell informed the committee of the May 4<sup>th</sup> meeting of the advisory committee stating he would also like to attend the meeting. Mr. Schell stated Ms. Hoy would be giving her reports on the advisory committee and Aviation Business Park at the June meeting.
  - b) BOA Meeting: Mr. Schell, Mr. Rausch, Mr. Warnke & Aaron Stewart of OMNNI Associates attended a meeting in Madison regarding funding, planning process and procedures for capital planning, 5-year plan and compliance issues. Mr. Schell stated the Airport has established a plan on compliance issues a timeline moving forward regarding the September 30, 2017 Part 13 complaint, which is acceptable to the BOA and FAA.
  - c) Aviation Business Park Status: Mr. Schell noted that the BOA would require a business commitment in the park before they would consider the taxiway connector to the business park a grant eligible project. Once a business is secured, BOA and FAA can reimburse the county under a reimbursable agreement, as long as the taxiway connector is built to FAA and BOA design standards. Mr. Schell is working with Strand Associates to further define a scope for the project.
  - d) Knapp Street Project: Mr. Rausch informed the committee that we are in the last phase of taxiway bravo project. As for the road project by the Fire Station, gas lines and phone lines need to be relocated. Paving is scheduled for May 21<sup>st</sup>.
  - e) Federal & State Aid Projects: Mr. Schell noted the project is 70% complete and in the final year of construction.
3. **Discuss Marketing Report** – Jennifer Jensen of NextJen Studios: Ms. Jensen reviewed the report with the committee. Ms. Gabert would like to see an ad in EAA's magazine.
4. **Chairman's Report:** Ms. Gabert thanked Mr. Schell for being so pro-active on so many items right away. Ms. Gabert noted a change to the order of the agenda's public comments.
5. **Public Comments on Agenda Items:** Ms. Last feels that the "little guy" is being overlooked and asked to please consider airport hangar tenants to be on the Tenant Advisory Committee. Ms. Last is also concerned that a manufacturing plant may be interested in building on the airport. She asked to please make sure the business uses the airport. Mr. Keller stated we should fight for better incentives for prospects. Mr. Stadler stated "what good are our comments after an item has already been voted on?" Mr. Stadler also stated the website is still not updated properly. Mr. Schell stated he would look into it. Mr. Roh congratulated Ms. Gabert & Mr. Schell, he hopes projects move forward now. Mr. Roh asked for a copy of the UW project and a copy of the NextJen marketing agreement.
6. **Committee Member Statements/Suggestions/Items for Future Agenda:** Ms. Singstock would like Audra Hoy and Jim Busha to give their reports next month. Ms. Gabert & Mr. Schell like the public comments at the end. Mr. Lautenschlager suggested comments before each item.
7. **Set Next Meeting Date:** Next meeting is set for June 6, 2018
8. **Adjourn:** Mr. Konetzke motioned to adjourn at 9:39 a.m., seconded by Mr. Lautenschlager. Motion carried 5/0.

Respectfully submitted,  
Diana M. Ulrich  
Administrative Associate-Airport