

**WINNEBAGO COUNTY BOARD OF SUPERVISORS AVIATION
COMMITTEE**

Date: May 5, 2021

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

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

Also Present: Jim Schell, Airport Director; Peter Rausch, Maintenance & Operations Manager; Mike Norton, County Board Dist. 20 Supervisor; Chip Dyni, ATC; Justin Rust, Basler Flight Service; Sean Elliott, Jim Busha, Jim Casper, EAA; Tricia Rathemel, GO-EDC; Fred Stadler & Tom Gabert, tenants

Meeting was called to order by Chairman Gabert at 8:35 a.m.

1. **Approve Minutes of April 7, 2021:** Supv. Konetzke moved to approve the minutes of April 7, 2021, seconded by Supv. Lautenschlager. Motion carried 5/0.

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 Update:* Mr. Schell stated the stone work is finished on the northern exterior of the building, exterior glass installation and drywall is complete. The ceiling grid, electrical and various other interior work is ongoing. The lobby floor will be polished mid-May and the prep work for the apron pavement tie-in and site work is on-going. The project is still on schedule for June 13th completion.

Mr. Schell is still working with the EAA museum & graphic design staff on the historical display cases for the new terminal. The cases will contain various artifacts, photos and memorabilia to showcase the Airport, EAA & Steve Wittman history going all the way back to 1927 when the Airport was founded.

Mr. Schell gave the committee a handout showing rough mockups of 5 options for a "Welcome to Oshkosh" sign. Airport & Visit Oshkosh staff are working together on developing this sign which will go on a mechanical bridge facing towards the airside entrance. The committee gave their input on which options they liked best. Additionally, there was discussion regarding a plaque, with the Aviation Committee and full County Board, dedicating the building at a later date. Mr. Schell noted there is a similar plaque in the existing terminal and felt it would be appropriate to commission one for the new terminal building in the near future.

- b. *Deputy Director Announcement:* Mr. Schell stated an offer has been extended to Cameron Hallock for the Deputy Airport Director's position and he has accepted. Mr. Schell gave a brief bio on Mr. Hallock and stated Cameron will be starting on May 17th. Supv. Gabert stated the interview with Cameron went very well and thought Mr. Schell made a good choice.
- c. *Turf Operations Area – LOA:* Mr. Schell stated that the Airport, EAA, ATC FAA had been working on this project since last July. The turf operations area will be south of and parallel to Rwy. 9/27 between Bravo 1 & Bravo 3. At this time, all parties need to sign the LOA. The LOA can be cancelled by any party at anytime in writing to all parties involved. Mr. Busha thanked Mr. Schell, Mr. Rausch, Mr. Dyni of ATC and the FAA for all of the work put into this turf area and he is looking forward to its use. Mr. Dyni stated he is looking forward to see how this works. Mr. Stadler hopes we gain good experience with the turf. Mr. Schell stated he will be making an announcement to all tenants regarding the turf operations area once we have an effective date for its use. We will be working with EAA to identify what needs to be done in the field in the coming weeks.

4. **Discuss & Approve a new ground lease agreement between Winnebago County & Ben Jacobs:** Mr. Schell stated Ben Jacobs, an existing t-hangar tenant desires to construct a new hangar and aircraft parking apron on the east side of Taxiway H, directly north of the current EAA Chapter 252 hangar. The initial term will be June 1, 2020 – May 31, 2040 plus (2) ten-year option to renew terms. His rate will be \$.16 PSF annually or \$819.20 per year (base year) with CPI-U increases every three years. Supv. Konetzke moved to approve the lease agreement with Ben Jacobs, seconded by Supv. Schellenger. Motion carried 5/0.
5. **Discuss & Approve an underground utility easement with Northern Telephone and Data Corporation (NTD) for EAA fiber optic installation:** Mr. Schell stated this easement is to allow for the installation of a new fiber optic service around the northwest end of the airport, following the airport's perimeter road from the Friar Tuck's area to the ATCT access gate off of Waukau Avenue. Supv. Gabert asked when this was happening, Mr. Rausch stated in June. Supv. Konetzke moved to approve the easement, seconded by Supv. Lautenschlager. Motion carried 5/0.
6. **Operations & Maintenance Report-Pete Rausch:** Mr. Rausch stated that all county owned hangar doors and cables have all been checked on hangars and repaired as needed. He is very happy with the crew for doing an excellent job on maintaining the hangars this year. Mr. Rausch reported the Airport Mechanic, Ed Carpenter, has installed a compressed air system in the operations section of the Fire Station. The system will maintain 100 PSI pressure to the trucks and will make for no delay in response when calls come in. With the warmer temperatures in April we are two weeks into the mowing season already. Our larger mowing equipment will start running next week. Mr. Rausch informed the committee the crew will be working with EAA on marking and surface conditions for the turf operation area. Everything will be marked clearly for a safe operation. Both Runway 9/27 & 18/36 will be painted at the end of May. This project is being done with the assistance of Outagamie Airport including manpower and equipment. This project encompasses 176,000 SF of painting.
7. **EAA Report:** Mr. Elliott stated that everything is full steam ahead and their numbers are ahead of 2019. Mr. Busha stated tickets and camping sales are above the 2019 totals and Mr. Pelton is making sure safety to reunite everyone is a high priority. Exhibitors will be spread out further and disinfecting will be taken care of in a large manner. Mr. Schell asked how the south 40 aircraft camping expansion was looking for this year. Mr. Elliott stated it's looking really good for aircraft parking.
8. **Chairman's Report:** Supv. Gabert stated that Mr. Schell made a great presentation at the "Special Orders" meeting last night. Everyone is well informed and Cardinal is still on schedule for June 13th completion.
9. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Schell stated he will provide an update on the Master Plan. Supv. Schellenger asked about the marketing strategies for the County/community. Supv. Konetzke likes how we let the audience comment on everything in the beginning of each meeting and appreciates everyone's input.
10. **Set next Meeting Date:** Next meeting is set for June 2, 2021.
11. **Adjourn:** Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 5/0. Meeting adjourned at 9:41 a.m.

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