

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: June 1, 2022
Time: 8:00 am (in person and virtual)
Present: Maribeth Gabert, Koby Schellenger, John Hinz
Virtual: Jeffrey Beem, Supv. District 34; Betsy Ellenberger, Supv. District 7; Mike Norton, Supv. District 20; Justin Rust, Basler Flight Service; NATCA Rep - OSH
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Fred Stadler, tenant; Tom Gabert, tenant; Chip Dyni, ATC; Tricia Rathermel, GO-EDC

Meeting was called to order at 8:00 am

1. **Approve Minutes of May 4, 2022:** Supv. Schellenger moved to approve the minutes from May 4, 2022, seconded by Supv. Hinz. Motion carried 5/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a) *CIP Public Hearing Overview:* Mr. Schell explained the public hearing taking place later this morning. He stated that in order to receive state and/or federal aid for projects needed at the airport, we have to petition the state of Wisconsin every five years. The petition process does not include any guarantee or future funding nor a prioritization of the project list. There are a number of projects being proposed, however this list tries to encompass projects that could be out another five to ten years. The resolution decision will come back in July and then go to the county board. Mr. Schell advised that we work with the state and FAA to identify projects for CIP. This public hearing will be taking place today at 10:00 a.m. in the meeting room we are currently in.
 - b) *East GA T-Hangar Project Update:* Mr. Schell advised that he created a spreadsheet of costs and estimated ROI for the Personnel and Finance Committee to review. Based on feedback from the county board, the proposed monthly rent was increased to \$325.00 per unit. If approved by the Personnel and Finance Committee, it will then go before the Facilities Committee and then the County Board. Supv. Gabert asked Mr. Stadler if he thinks that the hangars will go at \$325.00 per month. Mr. Stadler stated that he struggles with that price. Mr. Stadler said that they are not heated hangars, they're heatable because they will be insulated. A tenant will still have to pay to have the heating cost in the winter and that could be upwards of \$100.00 per month. Supv. Schellenger wanted Mr. Stadler's opinion about distance, not price. Mr. Stadler responded that he likes that they are new, however, location and cost factor in. Supv. Gabert asked how many people are on the waiting list. Mr. Schell replied that we have fifty plus individuals on the waiting list. The feedback received from those on the waiting list was favorable for heated units. Supv. Gabert stated that we don't have anything to offer anyone right now.
4. **Discuss & Approve a Ground Lease renewal between Winnebago County and Wings as Eagles Mission Air Services, Inc.:** Mr. Hallock stated that Wings as Eagles Mission Air Service has been a tenant in their current hangar for nearly 20 years. Their ground lease has expired and they are looking to renew for another term. The only change being made is the rent adjustment method. The new lease requires rent adjustment tied to CPI-U every three years, which is in line with all other recently approved ground leases. The new term would be August 1, 2022 – July 31, 2042. Supv. Hinz made a motion to Approve a Ground Lease renewal between

Winnebago County and Wings as Eagles Mission Air Services, Inc. Supv. Schellenger seconded the motion. Motion carried 5 /0.

5. **Discuss & Approve a Budget Transfer Request in the amount of \$28,000 to complete the Air Traffic Control Tower cab window replacement project:** Mr. Hallock provided some background on this request. This project was originally budgeted in the FY 2021 budget to replace two large window panels in the air traffic control tower cab. The original bid that came in late 2021 was over the originally budgeted amount of \$30,000. Due to this, the project did not get awarded and we chose to re-bid this spring in hopes of more favorable conditions. We received essentially the same price the second time around from the sole bidder at \$52,600. This request for a \$28,000 budget transfer would fully fund the work and allow for a small contingency amount. This transfer would not increase the airport's overall operating budget. The window panes are specialized glass that have specifications mandated by the FAA. Both panels in need of replacement frequently fog up due to cracks within the panes. This has a negative impact on the controller's vision and impacts our operational safety. Supv. Schellenger stated that he doesn't want to set up for the same problem. Mr. Schell stated that Omni is a reputable contractor that has a history of standing by their work. Supv. Gabert asked if Omni had installed the panels originally. Mr. Schell wasn't sure who installed the panels in the tower cab. Supv. Schellenger moved to Approve a Budget Transfer in the amount of \$28,000 to complete the Air Traffic Control Tower cab window replacement project. Supv. Hinz seconded the motion. Motion carried 5/0
6. **Operations & Maintenance Update:** Mr. Stuker is off today, so Mr. Hallock read his report.
 - a. *New Employees:* There is an additional summer hire starting on the 6th of June.
 - b. *Hangar Inspections & Annual Maintenance:* This was completed in early May. Mr. Stadler wondered if non-compliant tenants were found. Mr. Hallock answered that the reports on the inspections still have to be read through. There will be a report back to the committee on the hangar status.
 - c. *Runway Painting:* Runway painting is getting freshened up. Runway 5/23 was started and runway 13/31 will be next.
 - d. *Asphalt Paving:* Two areas were identified. Wittman Road has a substantial dip near the North 40 shower house and an area off of 20th Street behind the EAA Chapter Hangar, which is currently gravel. We are partnering with our Highway Department to have this paved in June.
7. **EAA Report:** No report
8. **Chairman's Report:** No report
9. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Schell wanted to make sure committee members get their airport tour times set.
10. **Set Next Meeting Date:** July 6, 2022
11. **Adjourn:** Motion to adjourn was made by Supv. Schellenger, seconded by Supv. Hinz. Motion carried 5/0. Meeting adjourned at 8:36 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport