

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: October 6, 2021
Time: 8:30 am (in person and virtual)
Present: Maribeth Gabert, Larry Lautenschlager, Thomas Konetzke
Virtual: Koby Schellenger, Justin Rust, Basler Flight Service; Rob Keller, Supv. Dist. 32
Also Present: Jim Schell, Airport Director; Cameron Hallock, Deputy Airport Director; Peter Rausch, Maintenance and Operations Manager; Evan Barrett, Mead and Hunt; Fred Stadler, tenant; Jim Busha, EAA; Chip Dyni, ATC; Tricia Rathermel, GO-EDC

Meeting was called to order at 8:30 am

1. **Approve Minutes of September 1, 2021:** Supv. Lautenschlager moved to approve the minutes from September 1, 2021, seconded by Supv. Konetzke. Motion carried 4/0
2. **Public Comment on agenda items or any item under the jurisdiction of this committee:** None
3. **Airport Director's Report:**
 - a) *Introduction of new Admin Associate:* Kim Maki officially started full time in this position for the Airport on September 7, 2021. Diana was able to train Kim for two weeks prior to her official start date.
 - b) *Pete Rausch Retirement Announcement:* Peter Rausch has been with the county since May 6, 1991 starting with the Highway Department and moved to the airport in 1995 as a mechanic. In 2016 Peter took on the position of the Operations and Maintenance Manager. Peter has overseen many large capital projects; most recently the GA terminal project and the airfield configuration changes that go along with AirVenture, flawlessly. The airport wouldn't be where it is today without Pete's insight and knowledge; he will be greatly missed. Congratulations to his efforts. Supv. Gabert asked about posting for Pete's position. Mr. Schell stated that he is in that process. In the interim, training and knowledge is being passed along to Mr. Schell and Mr. Hallock.
 - c) *GA Terminal Project Update:* Demolition of the old terminal building began on September 7, 2021. Demolition work will wrap up soon and the paving of the remaining concrete to tie the building site into the aircraft apron will be ongoing through the end of this month. There were concrete panels that had been poured in June which have not met specification on the project, specifically related to the amount of cracking present. The removal and replacement process is being worked out with the contractor and that work is set to commence in alignment with the remaining concrete work. Also, ADA door openers have been wired into the new terminal for handicapped accessibility. The inner doors are currently working, the final wiring for the outer doors still needs to be completed. Supv. Gabert asked if highway and parks received the crushed concrete and brick for their projects and she was advised that they are. Supv. Konetzke inquired about a reason for the concrete cracking. Mr. Schell stated that it could be the depth of saw cutting or other various factors.
4. **Deputy Director's Report:**
 - a) *Terminal Building plaque layout and options:* Mr. Hallock presented two options for a dedication plaque; bronze and aluminum. The aluminum plaque was favored by the Aviation Committee stating that it is easier to read. Since the plaque will be kept inside, weathering of the plaque was not much of a concern. Mr. Hallock advised that the approximate cost is \$1,200.00 (twelve hundred) for aluminum and \$2,400.00 (twenty-four hundred) for bronze. Supv. Gabert agreed names listed on the plaque be sitting board

members as of June 30, 2021 and shared that with the plaque being mounted indoors, she felt as though aluminum is best. Supv. Gabert questioned where the plaque will be mounted. Mr. Schell gave different possible locations. Mr. Schell shared that he thought aluminum would look nice on a wall, however bronze may look better on the stone. The committee will review the design and get back to us with opinions. Mr. Hallock advised that the lead time for a plaque is six to eight months out. Mr. Hallock is planning to use the county seal from the county flag and asked for help in looking for a vector-based file of the seal. Supv. Gabert suggested Mr. Hallock contact Sue Ertmer, Winnebago County Clerk.

- b) *Turf Operations Area Status*: The Turf Operations area is now active and being used. Supv. Gabert asked about the feedback received. Mr. Hallock responded that the feedback on the visibility of the area and the condition of the surface has been positive so far. Mr. Hallock asked for feedback and improvement suggestions for next year. The Turf Operations area will be closed come winter. Mr. Stadler asked if there was a way we could get the word out to transient pilots. Mr. Hallock advised that he is looking into the most effective way to do that. Supv. Konetzke asked about liability on the turf landing. Mr. Schell answered that it is being instructed to pilots to "use at your own risk". There is a Safety Risk Management (SRM) panel process that the turf area went through and there are operating procedures as well as the area being monitored for rainfall and weather events. A public comment was made that transient pilots have noticed the markings and have inquired about the turf.
5. **Master Plan Project Update**: Presentation given by Evan Barrett with Mead & Hunt, recapping progress from June 2019 through current. Supv Konetzke stated his disappointment with FAA feedback on certain components of the master plan. There is another new FAA planner that needs to be brought up to date at this point. Mr. Barrett also discussed runway 5/23 not meeting FAA criteria for federal funding. Runways 13/31 and 5/23 the FAA views as crosswind runways and classifies them as "additional" which means they don't qualify for federal funding. When looking at the minimum crosswind criteria, it doesn't fit what many small aircraft here operate at. Supv Konetzke asked about the safety benefits outweighing the safety issues. Supv Gabert also asked if the FAA looks at past incidences of the runways in question. The response is that the concern is for users not familiar with the airport. To look at the lack of incidences doesn't really hold water since one incident is too many for FAA. Supv Gabert states we are unique and understands the need to plan. She feels as though the Tenant Advisory Group is a great resource for feedback and she is pleased with how we are moving forward. Mr. Schell and the project team continue to fight to keep 5/23 operational and be re-classified at this point for federal funding eligibility. Mr. Schell feels the FAA knows how unique we are, however they still tend to look at many items under their airport design standards and try to apply them as uniformly as possible from airport to airport.
6. **Discuss and approve Aviation Business Park sign easement with the City of Oshkosh**: Sean Fitzgerald with the City of Oshkosh is looking into a monument sign for the county side of the property. The City has funding available in their existing budget to construct the sign. The easement area proposed will allow equipment in to build the monument. The Easement Agreement will need to be reviewed by our Corp Counsel and approved by the board. Supv. Konetzke moved to recommend the approval of the easement, seconded by Supv. Lautenschlager. Motion carried 4/0. Supv. Gabert stated that she was pleased to have good relations with the city.
7. **Discuss and approve a Budget Transfer request in the amount of \$20,000 for Highway Department crack sealing of airport pavements**: Mr. Schell stated this is a transfer from Airfield Field Maintenance, moved to Maintenance of Grounds; \$20,000 (twenty thousand

dollars) This comes from some end of the year crack sealing on various airport pavements completed by the highway department. Supv. Lautenschlager made a motion to approve the budget transfer in the amount of \$20,000 for crack sealing on various airport asphalt pavements. Motion was seconded by Supv. Konetzke. Motion carried 4/0

8. **Discuss and approve a Budget Transfer in the amount of \$16,500 for field maintenance equipment replacement parts:** The cost of purchasing replacement mowing decks and a rotary broom attachment for the airport's tractors. Supv. Konetzke made the motion to transfer \$16,500 (sixteen thousand five hundred dollars) for field maintenance equipment replacement parts, seconded by Supv. Lautenschlager, motion carried 4/0. Supv. Konetzke asked about the longevity of these two items. Mr. Rausch responded that the rotary broom is mainly used in winter time and can get upwards of 500 (five hundred) hours operating time. The wear and tear from cleaning the sidewalks is rough. Mr. Rausch added that there are about 2,000 (two thousand) hours for mowing decks and we're about at that lifecycle. Overall, Mr. Rausch gave the estimate of about nine (9) years.
9. **Discuss and approve a Budget Transfer request in the amount of \$7,000 for fire station extrication tool replacement:** Costs associated with purchasing replacement extrication tools for the Airport Rescue and Fire Fighting (ARFF) equipment located within the Airport Fire Station. The cost is approximately \$10,000 (ten thousand dollars) in total; however, we have sufficient remaining funds to cover the difference. Supv. Lautenschlager made the motion to transfer \$7,000 (seven thousand dollars) for the fire station extrication tool replacement, seconded by Supv. Konetzke, motion carried 4/0
10. **Discuss and approve a Budget Transfer request in the amount of \$8,000 for a scissor lift to maintain airport buildings:** A new scissor lift will accommodate better movement. The current scissor lift is limited with the height it can reach and the dexterity. Supv. Konetzke made the motion to transfer \$8,000 (eight thousand dollars) for a scissor lift to maintain airport buildings, seconded by Supv. Lautenschlager. Motion carried 4/0
11. **Operations and Maintenance Report:**
 - a) Taxiway and runway painting is concluded for 2021. Our last painting was taxiway Alpha between 9-27 and Alpha 1, taxiway B4, and taxiway Echo.
 - b) The maintenance crew is working on sidewalk replacement and a dumpster pad by the New View Hangar. The sidewalks have settled near the building and are causing access issues.
 - c) Mowing operations will end in October and the last day for our seasonal workers will be October 29, 2021.
 - d) Crack filling on the east perimeter road is complete. The second phase of the project was completed by the Highway Department last week and encompassed 3,000 feet of crack filling. The complete area is from gate 4 to taxiway Delta. Supv. Konetzke asked about how bad the pavement was cracked. Mr. Rausch responded that it was still holding together, but needed the crack seal. Mr. Rausch estimated the lifecycle of about another eight to ten years with the improvements that have been made.
12. **EAA Report:** None
13. **Chairman's Report:** Supv. Gabert is pleased with being able to use funds that we currently have in ways that benefit the operations and maintenance of the airport and was happy with the presentation given by Evan Barrett with Mead and Hunt. Supv. Gabert thanked Fred Stadler and the TAG committee.
14. **Committee Member Statements/Suggestions/Items for Future Agenda:** Supv. Konetzke asked about comments on the new terminal. Mr. Schell answered that it has all been positive. Mr. Dyni asked about new windows in the tower. Mr. Rausch that we are issuing an RFP for replacement of the two tower cab windows. Supv. Gabert brought up that Budget Meetings

start November 1, 2021 and will most likely conflict with the usual meeting being the first Wednesday of the month and suggested the next meeting date be November 10, 2021.

15. **Set Next Meeting Date:** Next meeting is set for November 10, 2021
16. **Adjourn:** Motion to adjourn was made by Supv. Konetze, seconded by Supv. Lautenschlager. Motion carried 4/0. Meeting adjourned at 9:48 a.m.

Respectfully submitted,

Kim Maki
Administrative Associate
Wittman Regional Airport