

Winnebago County Board of Supervisors
Aviation Committee

Date: October 9, 2018

Time: 8:30 a.m.

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

Also Present: Jim Schell, Airport Director; Peter Rausch, Maintenance & Operations Manager;
Robert Keller, Supv. Dist. 32; Steve Binder, Supv. Dist. 13; Rod McNeil & Justin Rust, Basler Flight Service;
Audra Hoy, GOEDC; Jim Busha, EAA/tenant, Fred Stadler, tenant

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

1. Approve minutes of September 5, 2018: Supv. Konetzke moved to approve the minutes of September 5, 2018, seconded by Supv. Lautenschlager. Motion carried 5/0.
2. Public Comments: Supv. Binder commented that the land where the current terminal is, is very valuable and should be marketed for a large shipping company to build on. Steve feels if a new terminal is built, it should be built in the Aviation Business Park.
3. Airport Director's Report:
 - (a) *IAC Competition Recap*: Mr. Rausch stated the competition was safe with no incursions and everyone involved worked together. There were times when airport maintenance was limited. Mr. Schell noted we had (8) noise complains. Mr. Schell is checking with the based aeronautical users to gather their feedback about the event.
 - (b) *Terminal Project Status*: Mr. Schell stated he had his first meeting with Finance and Facilities to go over costs of the (4) options. His goal is to have a preliminary report for the Aviation Committee & Facilities & Property Management Committee in November. Mr. Schell has a cost estimate from a roofing contractor to replace the main terminal roof in the amount of \$500,000. The estimate on replacement for the West Wing building's roof is an additional \$105,000. Both of these estimates came from Oshkosh Industrial roofing. Mr. Schell is working with Focus on Energy on utility cost saving options as outlined in their recently completed audit of the main terminal building. Mr. Schell spoke with the Bureau of Aeronautics on getting funding for a new facility. The BOA could fund up to \$1.25 million for a new General Aviation facility but this would require further discussion on placing the project in a more applicable program year in the Airport's Capital Improvement Program before funding could be available. Mr. Schell stated he will continue to discuss this option with the Bureau staff. Supv. Singstock mentioned that he would like a minimum of (2) cost estimates on repair items, such as the terminal roof. Supv. Warnke thinks something needs to be done to change the resolution on moving into the west wing. Supv. Gabert stated the County Executive did not move forward with the project and Mr. Schell plans on giving a report to the County Board in January.
 - (c) *Business Development & Marketing Update*: Mr. Schell noted Ms. Jensen had a previous engagement and could not be at today's meeting. Mr. Schell stated some changes have been made to the website and the "4 Seasons" video will be forthcoming on the website mid next week. Further modifications to the website are in process, some of them coming out of suggestions from the most recent Tenant Advisory Group meeting. An email/marketing service, Constant Contact, is now being utilized to continue regular communications with business park prospects and also to reach out to new contacts periodically. Ms. Jensen is still keeping contact with five companies who have shown interest in the business park and is working with Mr. Schell to schedule a pair of site visits in the upcoming weeks. Advertising efforts in three national magazine publications are underway before year end. Mr. Schell and Ms. Jensen are designing a half page ad to promote the business park in these publications.
4. Tenant Advisory Group Update: The group met on September 13th. Fred Stadler stated two main topics were discussed. The Vision and Mission Statement for the Airport were one topic. Discussions centered around

several themes, with a consensus from the group including the desire from the users for the Airport to be a destination airport year round. An exercise was conducted during the meeting to lay the ground work for Mr. Schell to create a Mission and Vision statement for the Airport with guidance from the group's input. The website was the second topic of discussion. Suggestions have been given for updating and the comment was made that the home page looks abandoned (too much old information).

5. Discuss/Approve Airport Facilities Use Agreement with Oshkosh Corporation: Mr. Schell stated this is a three year renewal for testing of vehicles on certain taxiways and aprons at the airport. Motion was made by Supv. Warnke to approve the agreement, seconded by Supv. Lautenschlager. Motion carried 5/0.
6. Discuss/Approve Agricultural Use Agreement with EAA: Mr. Schell informed the committee that five parcels of land (81 acres in total) went out for bid. Three bids came in ranging from \$91.00 to \$175.00 per acre. EAA had the highest bid, which has been accepted and the agreement will start January 1, 2019 and go until December 31, 2021. Motion was made by Supv. Konetzke to approve the agreement, seconded by Supv. Warnke. Motion carried 5/0.
7. Discuss/Approve Easement with Fox Valley Technical College: Mr. Schell informed the committee that FVTC wants to upgrade their lighting and is need of space for a new light pole. The physical space needed for the pole is 3' X 3'. The easement agreement places all cost of installation, repair and maintenance upon FVTC. Supv. Warnke motioned to approve the easement, seconded by Supv. Konetzke. Motion carried 5/0.
8. Chairman's Report: Supv. Gabert had an article from Saturday's Northwestern which states the FAA has exempted EAA from controller fees during the convention.
9. Committee Member Statements/Suggestions/Items for Future Agenda: Supv. Singstock would like to discuss the marketing agreement, and have EAA give an update at next month's meeting.
10. Set Next Meeting Date: Next meeting was set for November 7, 2018.
11. Adjourn: Supv. Konetzke motioned to adjourn, seconded by Supv. Singstock. Motion carried 5/0. Meeting adjourned at 9:25 a.m.

Respectfully submitted,

Diana M. Ulrich
Administrative Associate
Wittman Regional Airport