

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

**Date:** December 2, 2020

**Time:** 8:30 a.m. (Virtual Meeting)

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

**Excused:** Koby Schellenger

**Also Present:** Jim Schell, Airport Director; Charles Sweet, Deputy Airport Director; Peter Rausch, Maintenance & Operations Manager; Rod McNeil & Jason Rust, Basler Flight Service; Jason White & Tricia Rathermel, GOEDC

Meeting was called to order by Chairman Gabert at 8:38 a.m.

1. **Approve Minutes of November 4, 2020:** Supv. Konetzke moved to approve the minutes of November 4, 2020, seconded by Supv. Warnke. Motion carried 4/0.
2. **Public comments on agenda items or any items under the jurisdiction of this committee.** None
3. **Airport Director's Report:**
  - a) *GA Terminal Project Update:* Mr. Schell stated this was the third full week of placing the structural steel and that all steel was on site now and completion of the building structure should be next week. Mr. Schell showed a picture of how the steel was up on the east and west sides of the building. Mr. Schell noted the plan is to have the building enclosed with temporary heat by the first of the year so the floor slab can be poured. Mr. Schell stated June 13<sup>th</sup> as the scheduled completion date. Supv. Gabert asked about the weekly meetings for the project. Mr. Schell stated they are still having weekly meetings with Airport Management, Facilities, Cardinal Construction, Martin-Riley and periodically Information Systems. Supv. Gabert stated her main concern was to keep on schedule and get the building enclosed.
4. **Discuss & Approve Oshkosh Aviation Business Park Covenants:** Mr. Schell sent each member a packet which contained a copy of the covenants which were developed in late 2015 by Wittman Airport staff, City of Oshkosh Development Dept, the Industrial Park Development Committee & GOEDC staff. These covenants govern how land can be used and developed within the park and are in addition to zoning requirements. Supv. Konetzke asked about airfield training for new businesses. Mr. Schell stated all tenants requiring airfield access would be trained on proper procedures to operate on the movement areas. Supv. Konetzke asked if we've had issues with tenants before who are required to vacate their hangars during the AirVenture airshow times. Mr. Rausch stated this really hasn't been an issue in the past. This is coordinated well ahead of time by Airport and EAA staff and we've had good compliance. Supv. Konetzke was glad to see buildings would be checked to make sure compliance of the lease is kept regarding improvements and upkeep, etc. Supv. Warnke asked where in the park was the Airports property and the City's. Mr. Schell explained the locations to the committee. Supv. Gabert asked about the lighting requirements for new buildings and hopes this is watched very closely. Mr. Schell stated lighting requirements have been gone over carefully and are to be designed to minimize glare for aircraft. Supv. Lautenschlager moved to approve the Business Park Covenants, seconded by Supv. Konetzke. Motion carried 4/0.
5. **EAA Report:** None
6. **Chairman's Report:** None, everything already answered.
7. **Committee Member Statements/Suggestions/Items for Future Agenda:** Supv. Konetzke is glad the new building is moving smoothly.
8. **Set Next Meeting Date:** Next meeting has been set for January 6, 2021.
9. **Adjourn:** Motion to adjourn was made by Supv. Konetzke, seconded by Supv. Lautenschlager. Motion carried 4/0. Meeting ended at 9:01 a.m.

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