

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE

Date: December 6, 2017

Time: 8:30 a.m.

Present: Robert Warnke, Maribeth Gabert, Harold Singstock, Thomas Konetzke & George Scherck

Also Present: Peter Moll, Airport Director; Peter Rausch, Mgr. of Maintenance & Operations; Robert Keller, Supv. Dist. 32; Guy Hegg, Supv. Dist. 27; Justin Rust, Basler Flight Service; Audra Hoy & Jason White, GO-EDC; Fred Stadler & Wayne Daniels, tenants

Meeting was called to order by Chairman Warnke at 8:30 a.m. at which time he read a statement regarding the snow owl incident.

1. Public Comments on Agenda Items: None
2. Approve Minutes of November 1, 2017: Ms. Gabert moved to approve the minutes of November 1, 2017, seconded by Mr. Singstock. Motion carried 5/0.
3. Airport Director's Report
 - a. Taxiway Bravo Construction Report: Mr. Moll reported the project was delayed about two weeks due to the weather. The taxiway is done and open with a few small items yet to be completed in Spring 2018.
 - b. Website Update Report: Mr. Moll reported the website has updated content but a few items are yet to be edited. Mr. Singstock inquired about the time it's taken for the updates and the most recent marketing report. Mr. Moll discussed an RFP for marketing services.
4. YTD Budget Report 2017: Mr. Moll spoke about variances in several 2017 budget items. Mr. Singstock stated the single page handout which he provided the committee only has major items listed.
5. Discussion on 2018 Goals: Mr. Moll stated the Rules & Regulations and Commercial/Operator Minimum Standards are being updated. He would also like to see the Business Park taxiway completed.
6. Discussion on Terminal Move: Additional study will be needed on the county board's approved layout and move of airport administration to the west wing. Numerous systems and building updates were not accounted for in the proposed plan. Mr. Moll and Mr. Elder will meet with the County Executive to review the approved plan and budget.
 - a. Hertz Rental Car Issues – Hertz management is quite upset about how they were not notified about the Airport's move and how they were not included in planning for the proposed move to the West Wing. Mr. Moll is reviewing the Hertz lease and will meet with them to address the tenant's concerns.
7. Discussion/Possible Decision on Format for Public Comments during Aviation Committee Meetings: Mr. Warnke stated he met with Corporation Counsel and was told the Committee would be in violation of Public Meeting Laws if they discuss items not on the agenda. The Committee discussed establishing an ad hoc committee to give input on airport issues. This will be put on the agenda for the February meeting. Discussion on the "Note" for potential agenda items which is currently on the agenda is to be removed.
8. East Hangar Development Discussion: Mr. Moll stated since the consensus of many was for all runways to remain open, the airport will need to revisit and revise plans for hangar development on the airport's east side.
9. Discuss/Approve Aviation Business Park Taxiway Capital Project: Mr. Warnke asked for a resolution to partially fund the taxiway. The estimated \$1.5 cost would be funded through the county's reserve account. Mr. Moll stated this is an early estimate because the engineering firm does not have their contract yet with the DOT Bureau of Aeronautics to begin work. Mr. Rausch stated the engineering costs and permits for wetlands are not included in this estimate. Mr. Warnke motioned to table this project until a better cost estimate is available by the engineering company, seconded by Mr. Scherck, motion approved 5/0.
10. Old Business: None
11. Chairman's Report: None

12. Committee Member Statements/Suggestions/Items for Future Agenda: The Committee would like to have the Business Park Report or a report from EAA.
13. Set Next Meeting Date: Next meeting is set for January 3, 2018.
14. Adjourn: Ms. Gabert motioned to adjourn at 10:26, seconded by Mr. Konetzke. Motion carried 5/0.

Respectfully submitted,
Diana M. Ulrich
Administrative Associate-Airport