

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE
Terminal Conference Room

DATE: March 4, 2009

TIME: 8:00 a.m.

PRESENT: Kathleen Lennon, Maribeth Gabert, Arlene Schmuhl, Shiloh Ramos and Stan Kline

ALSO PRESENT: Peter Moll, Airport Director; Diana Ulrich, Airport Secretary; David Albrecht, County Board Chairman; Tom Shepek, Centrum Development; Bill Roh, County Board Supv., District 6; Jeff Schwartz, Lee Beverage; Bruce Botterman, NewView Technologies; Jeremy Monnett, Sonex; Bob Warner, Wealth Educators for Aviators; Doc Mosher, Vintage Aviation; Mike Potopinski, tenant; Teresa Novak, tenant; Jim Drummond, tenant; Mike Brennd

Meeting was called to order by Committee Chairman Kathleen Lennon at 8:00 a.m.

1. **Public Comments on Agenda Items:** Mr. Roh asked if he could have a description of the properties which Mr. Moll will be speaking about in item 3g.
2. **Approve Minutes of February 4, 2008:** Mr. Kline moved to approve the minutes of February 4, 2008, seconded by Ms. Schmuhl. Motion carried 5/0.
3. **Airport Directors Report:**
 - a) Tower Project: Mr. Moll stated that the tower is moving along very well. The old tower will be coming down sometime mid March with the completion of demolition by the end of March. Mr. Moll has been working on the Memo of Understanding with the Federal Aviation Administration and has put in writing that the FAA will be responsible for paying the gas, electric and phone bills. Ms. Lennon asked if the occupancy permit had been issued for the new tower. Mr. Moll stated not yet; some of the punch list items are not complete. Mr. Kline asked if the permit would be issued before demolition of the old tower. Mr. Moll stated that he doubted it.
 - b) Discuss/Action: 3-year lease agreement for Katherine Stanis: Mr. Moll told the committee that this is a 3-year lease for Katherine Stanis. Katherine previously had a 3-year lease which had expired. The only change to the new lease is an increase in rent for the next three years. Motion by Mr. Ramos to approve the lease agreement, seconded by Mr. Kline. Motion carried 5/0.
 - c) Discuss/Action: 3-year lease agreement for Kevin Green: Mr. Moll stated this was a 3-year lease for Kevin Green. Kevin previously had a 3-year lease which had expired. The only change to the new lease is an increase in rent for the next three years. Motion by Ms. Schmuhl to approve the lease agreement, seconded by Mr. Ramos. Motion carried 5/0.
 - d) Discuss/Action: Ground Lease Rate: Mr. Moll distributed a sheet of existing tenant leases (none named) and the increases which could happen with an increase. Mr. Moll explained that some leases are adjusted every three years, some every five years and some are yearly with a CPI-U increase. Mr. Moll also provided the committee a listing of other Wisconsin airports rates. Mr. Kline stated the he would like the minimum to stay at \$550.00 per year. Mr. Ramos asked if this could be discussed again at the next meeting. Mr. Kline asked if the paved areas have had an increase. Mr. stated no and that we should look into that also.

- e) Discuss Identity Apparel: Mr. Moll advised the committee of an IRS ruling stating that identity apparel is considered income if purchased and given to County employees. Mr. Moll told the committee that airport staff had refused shirts if they would be shown on their tax statements as income. Since the contract states that the crew would be supplied with shirts, the Airport will now be renting shirts for the staff's use.
- f) Storm Water Discussion: Mr. Moll stated that he has put in his budget an increase for Storm Water charges and hopes that he has budgeted enough. Mr. Moll told the committee that he is working with OMNNI Associates on updating our Spill Prevention plan and Storm Water plan. Mr. Kline stated that he mentioned to the City that it would work out better for the County if the City would raise their fees before the County starts their budget cycle.
- g) Overview of Development Sites: Mr. Moll pointed out the available sites on a map, stating that there is an area by the Hilton hotel, a small area by Sonex and by Myers Aviation, an area by the DNR hangar and an area by Basler Turbo Conversions. At best there are only about 7 acres available. Mr. Albrecht asked Mr. Moll if he had a map showing these areas. Mr. Moll told him that he would send him and the committee a map showing the areas.

4. **Chairman's Report:** None

- 5. **Tom Shepek Presentation on Brennand Property:** Mr. Shepek gave a presentation on the Brennand property, showing on a map where the property was located and how it would be beneficial to the airport. Mr. Shepek stated the Brennand family is willing to work with the County by selling a portion of the property if the County was only interested in a certain portion. Mr. Roh asked Mr. Shepek who is represented. Mr. Shepek said that he represents himself, Centrum Development. Mr. Monnett stated that he was at the meeting representing his whole family and business and wants to see the airport secure this property, stating that this property is very critical to the airport and it would be a shame to let it go by. Mr. Monnett stated that the airport needs to be pro-active. Mr. Albrecht agreed with Mr. Monnett. Mr. Albrecht stated the Airport Director, County Executive, Aviation Committee and himself needed to work with Mr. Shepek and make an offer to the Brennand family. Mr. Warner also agreed that the property was important to the airport.
- 6. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Moll stated that he will have a budget update at the next meeting. Mr. Albrecht asked if we would put the Brennand Property discussion on the County Board agenda after elections.
- 7. **Set Next Meeting Date & Adjourn:** Set Next Meeting & Adjourn: Next meeting was set for April 1, 2009 at 8:00 a.m. at Wittman Regional Airport terminal conference room. Mr. Kline motioned to adjourn, seconded by Mr. Ramos. Motion carried 5/0.

Meeting adjourned at 9:15 a.m.

Respectfully submitted,

Diana Ulrich
Airport Secretary
March 4, 2009