

WINNEBAGO COUNTY BOARD OF SUPERVISORS
AVIATION COMMITTEE
Terminal Conference Room

DATE: November 4, 2009
TIME: 8:00 a.m.
PRESENT: Kathleen Lennon, Maribeth Gabert, Arlene Schmuhl & Stan Kline
EXCUSED: Shiloh Ramos
ALSO PRESENT: Peter Moll, Airport Director; Diana Ulrich, Airport Secretary;
Mark Harris, County Executive; Jeremy Monnett, Sonex;
Bruce Botterman, NewView Technologies; Mary Garcia, Basler Flight Svc.;
Tom Shepeck, Centrum Development; Teresa Novak, tenant;
Sandy Forsgren, tenant; Jim Drummond, tenant;
Michael Potopinski, tenant; Larry & Debbie Last, tenants;
Bill Roh, citizen

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

1. Public Comments on Agenda Items: Bruce Botterman stated he is in great favor for the repairs listed in Mr. Molls report item 4e stating there is a great deal of ice build-up in the area and that he has a handicapped employee whom he has concerns for regarding walking and possibly falling because of the poor asphalt conditions.

Jeremy Monnett thanked the committee for their efforts on the Economic Impact Study.

Sandy Forsgren encouraged the committee to keep the through-the-fence agreement for the one Red Oak Court neighbor who has this type of agreement.

Bill Roh asked what the renewed interest was for the Cooper property. Ms. Gabert stated that he would hear about this from Mr. Molls report.

2. Approve Minutes of October 7, 2009: Mr. Kline moved to approve the minutes of October 7, 2009, seconded by Ms. Schmuhl. Motion carried 4/0.
3. Viewing of ARFF vehicle: Mr. Moll stated that the new Airport Rescue & Fire Fighting (ARFF) vehicle was ordered earlier this year after board approval and received just prior to AirVenture. Mr. Moll introduced Lt. McDonald of the Oshkosh Fire Department who gave a brief summary of the truck, and its use and he also spoke about the quick response vehicle used on the airport. When Lt. McDonald was finished, members of the committee and audience were allowed time to go out and get a closer view of the truck.
4. Airport Director's Report:
 - a. Runway 18/36 Reconstruction Project Update: Mr. Moll stated that the project is almost complete. The cement work is done and the grooving and the electrical work should be done by November 5th. Pavement marking should be done by November 6th and landscaping work should be done the week of November 9th with completion of the project by November 13th. There have been a few issues with this project, first being that a 70' paved section did not meet State paving specifications. The contractor will have to come back in the spring and re-do this section. Another pavement section had quite a bit of rain on it before it could be covered, so the State has asked for a 3-year warranty instead of the normal 1-year warranty.
 - b. Control Tower Update: Mr. Moll stated there still is no occupancy permit. Last month the inspector passed everything except the fire proofing at the electrical wall. Since the inspection, the problem has been resolved and we should get the permit shortly.

- c. 2009 Budget Review/2010 Budget Discussions: Everything is going well with the budget except for the labor costs. Chuck Orenstein, the Finance Director indicated that he would review labor costs next month to see if a transfer would need to be done. Mr. Moll stated there has been a significant amount of field maintenance work and there will not be any money left in this area as in previous years. Mr. Moll thanked the committee for the approval of the 1.2 million dollars for property acquisition under the Capital Improvement Program. Mr. Moll stated that there is a new runway broom scheduled in the 2010 CIP budget. The broom will keep the runways, taxiways and ramps cleaner all year, but especially in winter months. Mr. Kline asked what the timeframe was for ordering/receiving the vehicle. Mr. Moll stated the delivery time is about 6 months from order date, and that we plan for late fall 2010 delivery once the vehicle is approved, the bid is awarded and it is ordered.
- d. Discuss/Approve budget transfer for security fencing: Government Program Management personnel at Oshkosh Corporation contacted Mr. Moll and stated that, per security rules for the storage of government property, the property line adjacent to Red Oak Court needs to have a fence erected or they maybe forced to remove the trucks of the airport. The cost for completing the section will be approximately \$50,000 which will come from the Airport reserve fund. Mr. Moll stated that the airport would work with the contractor to minimize tree removal. There would also be a gate put up for Jim Drummond as he has a through-the-fence agreement. Ms. Schmuhl motioned to approve the transfer for security fencing, seconded by Ms. Gabert. Motion carried 4/0.
- e. Discuss/Approve budget transfer for asphalt repairs: Mr. Moll informed the committee of failing/sinking asphalt in the parking lot by the K819 & K821 hangars. There is also asphalt/subgrade sinking around a manhole in the same area; repairs need to be made at this area as well. Asphalt repairs will also be made to the apron of the hangars; all these will be accomplished so as to prevent damage to our snow plows. This project should take about a week to complete and the asphalt companies will have time to do the repairs before they shut down for the season. \$40,000 is the cost of the project which will come from the Airport reserve fund. Ms. Schmuhl motioned to approve the transfer for asphalt repairs, seconded by Ms. Gabert. Motion carried 4/0.
- f. Discuss/Approve budget transfer for control tower elevator repair: pulled
- g. Discuss/Approve northwest hangar development infrastructure financing: Mr. Moll told the committee that this development will be to the south of the old Jack Mark hangar (now owned by the EAA). Mr. Moll stated he had contacted several general aviation airports and most pay for the utilities to be brought to a central point and then the tenant pays for the utilities to be brought to their hangar. Ms. Schmuhl motioned to clarify the motion with the addition of the word concept, seconded by Ms. Gabert. Motion carried 4/0. Ms. Schmuhl motioned to approve the northwest hangar development infrastructure financing concept, seconded by Ms. Gabert. Motion carried 4/0.
- h. Storm water study: Mr. Moll stated there was no change at this time except that he is investigating the eligibility for a partial decrease for the Fire Station since it houses City employees and is used for City fire protection along with Airport protection.
- i. Cooper property acquisition update: Mr. Moll stated that Eric Carty of the Bureau of Aeronautics is working on an appraisal for the Cooper property. Ms. Schmuhl asked how much acreage the property has. Mr. Moll stated 1.7 acres. Ms. Gabert asked if we would get funding back from the State. Mr. Moll said that at some time the state could reimburse the County. Ms. Gabert asked why we were interested in the property. Mr. Moll stated the acquisition of the property would

allow the airport to straighten the perimeter road and thereby provide greater flexibility for hangar development on the east side of the airport.

- j. New FAA guidance on through-the-fence (TTF) agreements: Mr. Moll stated that updated FAA Order 5190.6B (Airport Compliance Requirements) has been published. Within that document, Chapter 20 (Compatible Land Uses and Airspace Protection) states that residential through-the-fence agreements at public-use federally-obligated airports are not supported by FAA; non-residential agreements are strongly discouraged as well. Current TTF lease agreements will not be terminated at this time but may be addressed at the expiration of the agreements. There will be no new through-the-fence agreements written.
5. Economic Impact Study Marketing: Mr. Kline stated that now we have a new study on the Airport website and the UW Extension website, and inquired as to what other entities we should pursue. Mr. Kline stated that we needed to get it out to the public and inform as many people as possible, suggesting maybe we could work with Rob Mark. Ms. Schmuhl stated that she has a master list for mailing and could incorporate our mailing into hers. Ms. Schmuhl suggested that Rob Mark create a rack card to be included in her mailings. Mr. Kline gave thanks for all the work done by Jeremy Monnett, Catherine Neiswender and Diana Ulrich.
6. Chairman's Report: Ms. Lennon also thanked Jeremy, Catherine and Diana, and stated that education is everything when it comes to our airport. The study makes things much easier when it comes to explaining to the public. County Executive Mark Harris commented that Airport capital items are still on the tax levy but no operational costs are being put on the levy. Mr. Harris suggested having a presentation be televised for the City of Menasha and Neenah.
7. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Kline stated that it was Bill Roh's last official day as a County Board member and thanked Bill for all he had done as a County Board member. Larry Last asked to please try to save the trees which are on the County's property, as they provide a barrier between the airport and his property. Mr. Moll stated that he intends to save the trees to the greatest extent possible. Debbie Last invited committee members to come out to their property to see what they are speaking about.
8. Set Next Meeting Date & Adjourn: Next meeting was set for December 2, 2009 at 8:00 a.m. Wittman Regional Airport terminal conference room. Ms. Gabert motioned to adjourn, seconded by Mr. Kline. Motion carried 4/0.

Meeting adjourned at 9:20 a.m.

Respectfully submitted,
Diana M. Ulrich
Airport Secretary
November 4, 2009