

**Winnebago County Board of Supervisors**  
**Aviation Committee**

**Date:** January 4, 2012

**Time:** 8:00 a.m.

**Present:** Kathleen Lennon, Maribeth Gabert, Stan Kline, Shiloh Ramos, Robert Warnke & David Albrecht

(Mr. Ramos left meeting at 9:30a.m., Ms. Gabert left meeting at 10:00 a.m.)

**Also Present:** Peter Moll, Airport Director; John Dorcsey, Mgr. Grounds/Operations; Diana Ulrich, Airport Secretary; Tom Konetzke, Dist. 1 Supervisor; Bill Roh, Dist. 7 Supervisor; Mike Norton, Dist. 20 Supervisor; Mary Garcia, Basler Flight Service; Tom Weigt, Basler Turbo Conversions; Sandy Forsgren, Debbie & Larry Last, Fred Stadler, Terry Novak & Jim Drummond; tenants, Jeff Bollier, Oshkosh Northwestern

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

1. Public Comments: Mr. Roh commented on his request for bids at the county board meeting relative to the broom. Mr. Last commented on the potential broom and land acquisitions. Mr. Albrecht commented on land acquisition issues.
2. Approve Minutes of November 17, 2011: Mr. Kline moved to approve the minutes of November 17, 2011, seconded by Mr. Warnke. Motion carried 5/0.
3. Airport Director's Report:
  - a) Review 2011 Budget, Preview 2012 Budget: Mr. Moll reviewed the 2011 year-to-date income/expense report
  - b) Property Acquisition Update: Mr. Moll elaborated on the current status of the potential land acquisition process. Mr. Albrecht also explained some of the timeline in the history of the airport and county's pursuit of the property. He asked the committee to bring a resolution to purchase to the county board.
  - c) Discuss/Approve Runway Broom Acquisition (referred back from 12/20/2011 County Board meeting): Mr. Moll provided additional information on the type of broom the Airport proposes to purchase. Mr. Moll reminded the committee that the airport has only four full-time equipment operators, so the Airport is looking for efficiency with their equipment purchases. Ms. Gabert moved to send it back to the board, seconded by Mr. Warnke. Motion carried 5/0.
  - d) Maintenance Software Project Update: Mr. Moll provided committee members a screen-print of what some of the software will look like and stated it is almost ready to go live.
  - e) Discuss/Approve Basler Turbo Conversion Access Agreement (5-year agreement): Mr. Moll noted only one minor change in the annual rental rate adjustment in the new lease from the previous 5-year agreement. Mr. Kline moved to approve the agreement, seconded by Ms. Gabert. Motion carried 5/0.
  - f) Discuss/Approve Assignment of Ground Lease from V. Jago/T-6 LLC to R. Hightower: Mr. Moll advised the committee that Ms. Jago desired to withdraw from her land lease and that Mr. Hightower would like to take over her lease and build on this spot. Mr. Kline moved to approve the assignment, seconded by Ms. Gabert. Motion carried 5/0.
  - g) Discuss/Approve Perimeter Road & Fence Project Funding: Mr. Moll sought approval of the county's portion of this capital project; the FAA would contribute 95%, WI DOT 2.5%, County 2.5% (approximately \$140,000). Mr. Moll stated our portion of the money needs to be in place prior to the FAA awarding funds for the project. Ms. Gabert motioned to table this topic to the next meeting, seconded by Mr. Warnke. Motion carried 4/0.
  - h) Discuss/Approve Taxiway D Apron Reconstruction Project Funding: Mr. Moll stated the county-owned apron at Fox Valley Technical College is beyond its useful life and requires reconstruction. The County portion of this project is \$60,000, with the Wisconsin DOT contributing 80% funding for the project. Mr. Kline moved to approve the funding, seconded by Mr. Warnke. Motion carried 3/0.
4. Chairman's Report: No report.

5. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Kline stated he read an article about the FAA possibly not providing future funding for contract towers, asking Mr. Moll to keep apprised on the matter. Mr. Warnke suggested an update on the Economic Impact Study; Mr. Kline asked for this to be put on the February agenda.
6. Set Next Meeting Date: Next meeting has been set for February 1, 2012 in the terminal conference room.
7. Adjourn: Mr. Kline motioned to adjourn, seconded by Mr. Warnke. Motion carried 3/0. Meeting adjourned at 10:08 a.m.

Respectfully submitted,  
Diana M. Ulrich  
Airport Secretary