

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

Date: January 7, 2015

Time: 8:00 a.m.

Present: Robert Warnke, Joel Rasmussen, Maribeth Gabert and Thomas Konetzke

Un-excused: Kenn Olson

Also Present: Peter Moll, Airport Director; Chris Hallstrand, Superintendent of Maintenance & Operations;  
Diana Ulrich, Airport Secretary; Bill Roh, Supv. Dist. 7; Robert Keller, Supv. Dist. 32;  
Mike Norton, Supv. Dist. 20; Guy Hegg, Supv. Dist. 27; Mary Garcia, Basler Flight Service;  
Jennifer Jensen, NextJen Studios; Fred Stadler, Terry Novak, Debbie & Larry Last, tenants;  
Jason Scharrer, citizen

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

- I. Public Comments on Agenda Items: Mr. Roh inquired about the projected budget shortfall and where the variances may have occurred.
2. Approve Minutes of December 3, 2014: Mr. Rasmussen moved to approve the minutes of December 3, 2014, seconded by Mr. Konetzke. Motion carried 4/0.
3. Airport Director's Report:
  - a. Review 2014 Budget: Mr. Moll reviewed the year-to-date report and stated the final accounting for the 2014 budget would not occur until approximately March 2014.
  - b. Tower Air Conditioning: Mr. Moll and Mr. Elder from County Property & Facilities Management continue to investigate potential solutions.
  - c. Discussion of Marketing Plan: Ms. Jensen gave an update on the Airport website and social media accounts, as well as other potential marketing efforts in the coming year.
  - d. Discussion/Approve Sponsorship Agreement with FourPoints Multimedia Corporation: After much discussion, motion was made by Mr. Warnke to approve the agreement. Vote was 1 in favor, 3 opposed. Motion did not carry.
4. Discuss Proposed Airport Administration Building Construction: Mr. Moll provided Committee members a copy of the Request for Proposal for architect/engineering services and stated 18 companies had requested a copy of the RFP paperwork.
5. Discuss/Approve Water Main Easement with City of Oshkosh: Mr. Moll explained this easement would be for a water main pipeline across and under the airport to service the aviation business park. Mr. Moll stated the city had not forwarded the metes and bounds description for the project. Mr. Rasmussen motioned to table this item until all applicable documents are viewed by the committee, seconded by Ms. Gabert. Motion carried 4/0.
6. Discuss/Approve Gas Line Easement with Wisconsin Public Service: Mr. Moll explained this is for a gas pipeline across and under the airport to service the aviation business park. Motion was made by Mr. Rasmussen to approve the easement, seconded by Mr. Konetzke. Motion carried 4/0.
7. Chairman's Report: None
8. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Warnke asked to keep the discussion of the marketing plan. Mr. Rasmussen requested all documents be distributed before the meeting.
9. Set Next Meeting Date: Next Meeting will be on February 4, 2015.
10. Adjourn: Mr. Konetzke motioned to adjourn, seconded by Mr. Rasmussen. Motion carried 4/0. Meeting adjourned at 9:20a.m.

Respectfully submitted,  
Diana M. Ulrich  
Airport Secretary