

Winnebago County Board of Supervisors
Aviation Committee

Date: February 5, 2015

Time: 10:00 a.m.

Present: Robert Warnke, Joel Rasmussen, Maribeth Gabert, Thomas Konetzke & Kenn Olson

Also Present: Peter Moll, Airport Director; Chris Hallstrand, Superintendent of Maintenance & Operations, Diana Ulrich, Airport Secretary; Robert Keller, Supv. Dist. 32; Guy Hegg, Supv. Dist. 27; Harold Singstock, Supv. Dist. 23; Tom Charpentier & John Hopkins, EAA; Matt Yentz, Strand Associates; Allen Davis, City of Oshkosh; Mary Garcia, Basler Flight Service; Terry Novak & Fred Stadler, tenants

Meeting was called to order by Chairman Warnke at 10:00 a.m.

1. Public Comments on Agenda Items: Fred Stadler stated he had concerns on the Taxiway B Reconstruction Project.
2. Approve Minutes of January 7, 2015: Mr. Konetzke moved to approve the minutes of January 7, 2015, seconded by Ms. Gabert. Motion carried 5/0.
3. Airport Director's Report:
 - a. Review 2014 & 2015 Budgets: Mr. Moll stated there were no substantial updates to the 2014 budget. Regarding the 2015 budget, a few small capital items have been purchased.
 - b. Discuss/Approve Three-year Lease Agreement with Kay Stanis: Mr. Moll explained the 3-year lease and proposed increases. Motion was made by Mr. Rasmussen to approve the lease, seconded by Ms. Gabert. Motion carried 5/0.
 - c. Discuss/Approve Three-year Lease Agreement with Kevin Green. Mr. Moll explained the 3-year lease and proposed increases. Motion was made by Mr. Olson to approve the lease, seconded by Ms. Gabert. Motion carried 5/0.
 - d. Airport Marketing Report: Mr. Moll stated that Jennifer Jensen of NextJen was unable to attend, but she gave Mr. Moll some input to relay to the committee. She can purchase a 30 day Facebook post boost campaign at a cost of \$150.00 (\$5.00/day for one month). This would include events on the Airport and maximize Airport exposure. Mr. Olson would like Ms. Jensen to have good updated content so people will come back to the site.
4. Discuss Proposed Airport Administration Building Construction: Mr. Moll stated that four proposals were submitted, and he and Mr. Elder of the Facilities Department were meeting with the County Executive to present their recommendations.
5. Discuss/Approve Water main Easement with City of Oshkosh: Mr. Moll explained the easement to the committee. Mr. Davis from the City of Oshkosh explained that the water main loop will provide proper water flow to the business park. Motion was made by Mr. Rasmussen to approve the easement, seconded by Ms. Gabert. Motion carried 5/0.
6. Discuss/Approve Certified Survey Map (CSM) for Aviation Business Park: Mr. Moll told the committee the map shows the roads and property lines. This will be going to County Executive for signature; committee / county board approval is not needed.
7. Discuss/Approve Acceptance of Property from the City of Oshkosh (former right-of-way property in Aviation Business Park): Mr. Moll explained the DNR required the City to change the road footprint to avoid wetland areas.. The City will sell the applicable 1.12 acres to the County for \$1.00. Motion was made by Mr. Rasmussen to accept the property, seconded by Ms. Gabert. Motion carried 5/0.
8. Discuss/Approve Taxiway B Reconstruction Capital Project: Mr. Moll provided a written report and maps to the committee and explained the scope of the project. He stated the project will be funded 90% by the FAA, 5% by the WI DOT/BOA and 5% by the County. Motion was made by Ms. Gabert to approve the project, seconded by Mr. Konetzke. Motion carried 5/0.
9. Chairman's Report: Mr. Warnke would like the Tower air conditioning project put on the next agenda.
10. Committee Member Statements/Suggestions/Items for Future Agenda: Need discussion on future revenue sources.
11. Set Next Meeting Date: Next meeting will be March 4, 2014 at 8:00 a.m.
12. Adjourn: Mr. Rasmussen motioned to adjourn, seconded by Mr. Konetzke. Motion carried 5/0. Meeting adjourned at 10:39.

Respectfully submitted,
Diana M. Ulrich
Airport Secretary