

Winnebago County Board of Supervisors
Aviation Committee

Date: July 3, 2013

Time: 8:00 a.m.

Present: Joel Rasmussen, Maribeth Gabert, James Englebert & Kenn Olson

Excused: Robert Warnke

Also Present: Peter Moll, Airport Director; Chris Hallstrand, Mgr. of Maint/Ops.; Diana Ulrich, Airport Secretary; Mary Garcia, Basler Flight Service; Tom Weigt, Basler Turbo Conversions; Sandy Forsgren, Terry Novak, Scott Markel, Larry & Debbie Last, Fred Stadler, Marty Sweeney, tenants

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

1. **Public Comments on Agenda Items:** Larry Last asked questions regarding building & land rental and on over-time costs. Mr. Moll explained the difference of building & land rental and the over-time costs.
2. **Approve Minutes of June 12, 2013:** Mr. Englebert moved to approve the minutes of June 12, seconded by Mr. Olson. Motion carried 4/0.
3. **Airport Director's Report:**
 - a. Review 2013 Budget: Mr. Moll reviewed the year-to-date report with the committee.
 - b. Discuss Proposed 2014 Budget: Mr. Moll reviewed the proposed 2014 budget with the committee.
 - c. Review Perimeter Road/Fence Construction Project: Mr. Moll stated the major portions of the project will be completed before EAA AirVenture, and the final two phases will be finished after AirVenture.
 - d. EAA-AirVenture: Mr. Moll noted final adjustments to the FAA ground operations plan have been made and additional submittals for the FAR Part 139 certificate are being completed.
 - e. Discuss/Approve Budget Transfer of \$5,000 for Vehicle Maintenance: Mr. Moll reported that a supply of foam is needed for the airport rescue & fire fighting (ARFF) trucks. This money will come out of reserves. Mr. Englebert moved to approve the transfer, seconded by Mr. Olson. Motion carried 4/0.
 - f. Discuss FAA Airport District Office Transition: Mr. Moll explained the airport has been under the jurisdiction of the FAA Minneapolis Airport District Office (ADO). Starting October 1, 2013 Wittman Airport (and all Wisconsin airports) will report to the Chicago Airport District Office.
 - g. EAA Chapter Fly-in Breakfast/Airport Information Day, September 14, 2013: Mr. Moll stated this event, in addition to the semiannual EAA Chapter 252 fly-in breakfast, will serve as a conduit for commercial tenants to highlight their business to the public. The event will be advertised on the County Intranet and in the newspaper.
4. **Chairman's Report:** None
5. **Committee Member Statements/Suggestions/Items for Future Agenda:**
6. **Set Next Meeting Date:** Next meeting was set for August 7, 2013 in the Terminal Conference Room.
7. **Adjourn:** Mr. Englebert motioned to adjourn, seconded by Mr. Olson. Motion carried 4/0. Meeting adjourned at 9:03 a.m.

Respectfully submitted,
Diana M. Ulrich
Airport Secretary