

Winnebago County Board of Supervisors  
Aviation Committee

Date: September 5, 2012

Time: 8:00 a.m.

Present: Kathleen Lennon, Maribeth Gabert, Stan Kline, Robert Warnke & Joel Rasmussen

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

Meeting was called to order by Chairman Lennon at 8:03 a.m.

1. Public Comments: Tom Weigt inquired if questions could be asked during the ramp reconstruction funding request discussion. Larry Last asked if Oshkosh Truck was paying rent for vehicle testing. Jim Drummond spoke about his desire to have the fence height lowered to 8' along Red Oak Court.
2. Approve Minutes of August 8, 2012: Mr. Warnke moved to approve the minutes of August 8, seconded by Mr. Rasmussen. Motion carried 5/0.
3. Airport Director's Report:
  - a. Review 2012 Budget/Preview 2013 Budget: Mr. Moll reviewed the YTD 2012 budget report and reviewed the proposed 2013 budget.
  - b. Economic Impact Study Update: Mr. Moll stated the study questionnaires had been mailed to airport commercial tenants. Several tenants have already completed them and returned them.
  - c. EAA Chapter Fly-in Breakfast/Airport Appreciation Event: Mr. Moll stated the breakfast and airport appreciation event is scheduled for September 15th and hopes for a good turnout.
  - d. Discuss/Approve WPS Gas Line Easement: Mr. Moll stated the gas line needs to be relocated for the construction of the detention pond as a part of the perimeter road/fence project. Motion was made by Mr. Warnke to approve the easement, seconded by Mr. Kline. Motion carried 5/0.
  - e. Discuss/Approve Basler Turbo Conversions Fence Easement: Mr. Moll stated that the easement was due to the fence replacement/upgrade. This fence is on Basler Turbo Conversions property. Motion was made by Mr. Kline to approve the easement, seconded by Mr. Warnke. Motion carried 5/0.
  - f. Discuss/Approve Experimental Aircraft Association Fence Easement: pulled until next meeting.
  - g. Taxiway D Apron Reconstruction Report: Mr. Moll stated the project was nearly complete with only painting and tie down sealcoat work to be done. The project should be done by the end of September.
  - h. Perimeter Road & Fence Project: Mr. Moll stated work should start in late September. Integrity Grading and Excavating, Inc. is the contractor. This will be a multi-phase project.
  - i. Discuss/Approve Ground Lease for Private Hangar/Dennis Moehn: pulled until next meeting
  - j. Hangar Study Update: Mr. Moll revisited the key components of the plan with committee members, but noted that the airport is not yet ready to implement it.
  - k. Discuss Snow Removal Equipment Building Addition: Mr. Moll discussed a preliminary design for a two-bay addition to the airport snow removal building/maintenance shop. This potential addition would be added to the west end of the shop and would include a wash bay and have a 26' door to get equipment in and out safely. Money for this project could potentially come from the undesignated fund balance or through bonding.
  - l. Discuss/Approve Potential Funding for Ramp Reconstruction Project: Mr. Moll stated he has put this potential project on the capital improvement project list for 2013 and again hopes for FAA and Bureau of Aeronautics funding in 2013. Tom Weigt inquired if ramp expansion was considered. Mr. Moll stated it would be strictly replacement of existing pavement. This item was tabled until more information is obtained.

4. Chairman's Report: Ms. Lennon stated she attended the budget review meeting with Mr. Moll. Ms. Lennon hopes for a well-attended Chapter 252 breakfast/appreciation event.
5. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Kline reiterated the desire for the commercial tenants to return the Economic Impact Study surveys in a timely manner.
6. Set Next Meeting Date: Next meeting has been set for October 3, 2012 in the Terminal Conference Room.
7. Adjourn: Mr. Warnke motioned to adjourn, seconded by Mr. Rasmussen. Motion carried 5/0. Meeting adjourned at 9:03 a.m.

Respectfully submitted,  
Diana M. Ulrich  
Airport Secretary