

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

**Date:** November 3, 2015

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

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

**Excused:** Maribeth Gabert

**Also Present:** Peter Moll, Airport Director; Chris Hallstrand, Supt. Of Maintenance & Operations; Bill Roh, Supv. Dist. 7; Larry Lautenschlager, Supv. Dist. 19; Aaron Kiesau, OMNNI Associates; Mike Elder, Winnebago County Director of Facilities and Property Management; Mary Garcia, Basler Flight Service; Kimberly Maedke, GO-EDC; Terry Novak & Fred Stadler, tenants

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

1. Public Comments on Agenda Items: Mr. Roh inquired about the various leases and about the Aviation Business Center projected costs.
2. Approve Minutes of October 7, 2015: Mr. Olson moved to approve the minutes of October 7, 2015, seconded by Mr. Rasmussen. Motion carried 4/0.
3. Airport Director's Report:
  - a. Taxiway B Project Update: Mr. Moll informed the committee of the construction activities which started October 26, 2015. Activities will continue until the end of November and then commence again in April 2016, with a completion date of June 6, 2016 for Phase I.
  - b. Discuss/Approve DNR Hangar Lease Agreement: Mr. Moll reviewed the new agreement with the State of Wisconsin Department of Natural Resources for the renewal of their hangar lease. Discussion centered on the State's agreement terms and lack of yearly increase amounts. Motion made by Mr. Rasmussen to approve the agreement, seconded by Mr. Olson. Motion carried 4/0.
  - c. Discuss/Approve FVTC Lease Amendment: Amendment presentation and approval is tabled until December meeting.
  - d. Discuss/Approve FVTC Lease Renewal: FVTC lease renewal approval is tabled until December meeting.
4. Discuss/Approve Airport Aviation Business Center Project Concept: Mr. Moll reported on concept work with OMNNI Associates following the Facility & Property Management Committee meeting on October 14, 2015. Mr. Kiesau presented OMNNI Associates revised concept (Option 2), which addressed several concerns, including the reduction of building square footage, raised at previous presentations. Discussion centered on efficiencies and the need to design for current needs as identified in the RFP. Motion made by Mr. Konetzke to approve Option 2 concept and forward to the Facilities & Property Management Committee, seconded by Mr. Rasmussen. Motion carried 4-0.
5. Discuss/Approve Budget Transfer \$2,900 for Fuel Island Software & Components: Mr. Moll reported that initial estimates in the 2015 small capital budget were insufficient for the county fuel island upgrade project. Excess funds were available after the purchase of the V-Plow for Truck 3 to cover the cost of the fuel island upgrade. Motion made by Kenn Olson to approve the budget transfer of \$2,900, seconded by Mr. Konetzke. Motion carried 4-0.
6. Discuss/Approve Continued Sponsorship of Aviators Show and Budget Re-allocation: Mr. Olson, following on discussions at the County Board budget session, requested that the sponsorship agreement with the Aviators TV show not be renewed, but that the historic \$26,000 sponsorship amount remain in the promotions budget to use for other marketing initiatives. Motion by Mr. Rasmussen to discontinue sponsorship of the Aviators TV, but keep the \$26,000 in the budget, seconded by Kenn Olson. Motion carried 4-0.
7. Chairman's Report: No report.
8. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Konetzke, inquired about a revenue item in the financial statements provided to committee members.
9. Set Next Meeting Date: Next meeting will be Wednesday, December 2, 2015.
10. Adjourn: Mr. Olson motioned to adjourn, seconded by Mr. Konetzke. Motion carried 4/0. Meeting adjourned at 9:01 a.m.

Respectfully submitted,  
Peter Moll  
Airport Director