

Winnebago County Board of Supervisors
Aviation Committee

Date: November 5, 2014

Time: 8:00 a.m.

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

Excused: Maribeth Gabert for whole meeting, Joel Rasmussen excused at 9:00 a.m.

Also Present: Peter Moll, Airport Director, Chris Hallstrand, Superintendent of Maintenance & Operations; Diana Ulrich, Secretary; Bill Roh; Supv. Dist. 7, Robert Keller; Supv. Dist. 32, Tom Egan; Supv. Dist. 33, Mary Garcia; Basler Flight Service, Jonathan Harger; EAA, Sandy Forsgren & Terry Novak; tenants

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

1. **Public Comments on Agenda Items:** None
2. **Approve Minutes of October 1, 2014:** Mr. Rasmussen moved to approve the minutes of October 1, 2014, seconded by Mr. Olson. Motion carried 4/0.
3. **Airport Director's Report:**
 - a. **Review 2014 Budget:** Mr. Moll reviewed the year-to-date report with the committee, informing the members of variations in specific accounts.
 - b. **Discuss/Approve Airport Agricultural Practices/Glatz Land Lease:** Mr. Moll presented a one-year lease for agricultural operations. The total land available was reduced to comply with FAA Advisory Circular guidelines. Mr. Moll will further pursue a revision to the agricultural use section of the Airport Ordinance for an open bid process. Motion was made by Mr. Rasmussen to approve the Glatz lease, seconded by Mr. Olson. Motion carried 4/0.
 - c. **Tower Air Conditioning:** Mr. Moll stated that per an FAA Order referencing control tower design standards, the control tower should have had a back-up air conditioning system. Mr. Moll stated Mr. Elder of the Facilities Department can obtain a portable unit rented for the week of AirVenture for around \$10,000 for a one month period. Mr. Konetzke inquired if the FAA would pay for the system. Mr. Rasmussen asked if a supply of critical parts could be stocked. Further information will be obtained and reported on at future meetings.
 - d. **Discussion on Marketing Plan Direction:** Mr. Moll iterated the airport's marketing goals with NextJen Studios and invited discussion on additional ideas and goals presented by Mr. Olson at a previous meeting.
4. **Discuss proposed Airport Administration Building Construction:** Mr. Moll discussed the proposed timetable for the architect/engineering services RFP and additional administration building/FBO concepts.
5. **Chairman's Report:** Mr. Warnke stated that Mr. Egan would like to see the Airport's advertising on the Aviators TV. It was suggested to present this, with NextJen Studios involvement, at a Special Orders session. It was also suggested to contact Wisconsin Public Television to encourage the broadcast of the show in Wisconsin. Mr. Roh suggested contacting Oshkosh Community Access Television to gauge its interest in broadcasting the program.
6. **Committee Member Statements/Suggestions/Items for Future Agenda:** Mr. Konetzke asked Mr. Moll to get additional information on the tower air conditioning. Mr. Warnke wants the Administration Building and Marketing on the next agenda.
7. **Set Next Meeting Date:** Next meeting will be on December 3, 2014.
8. **Adjourn:** Mr. Konetzke motioned to adjourn, seconded by Mr. Olson. Motion carried 3/0. Meeting adjourned at 9:14 a.m.

Respectfully submitted,
Diana M. Ulrich
Airport Secretary