

Winnebago County Board of Supervisors  
Aviation Committee

Date: August 10, 2011

Time: 8:00 a.m.

Present: Kathleen Lennon, Stan Kline, Robert Warnke, David Albrecht

Excused: Maribeth Gabert & Shiloh Ramos

Also Present: Peter Moll, Airport Director; John Dorcey, Mgr. of Maint./Ops.; Diana Ulrich, Airport Secretary; Mary Garcia, Basler Flight Service; Tom Weigt, Basler Turbo Conversions; Sandy Forsgren, Mike Potopinski, Debbie & Larry Last, Terry Novak, Fred Stadler, tenants

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

1. Public Comments: Mr. Potopinski expressed his concerns regarding the new Finance software and how it affects everyone who used to be invoiced. Mr. Last inquired about the fence & perimeter road project.
2. Approve Minutes of July 6, 2011: Mr. Kline moved to approve the minutes of July 6, 2011, seconded by Mr. Warnke. Motion carried 4/0.
3. Airport Director's Report:
  - a) Review 2011 Budget – Preview 2012 Budget: Mr. Moll explained to the committee the various account balances on the Income Statement ending June 30, 2011. Mr. Moll also offered a preview of the 2012 budget.
  - b) Property Acquisition Update: Mr. Moll stated that he, County Executive Mark Harris, and County Board Chairman David Albrecht were meeting with Tom Shepeck and members of the Brennand family on Thursday to discuss the updated appraisals.
  - c) AirVenture/FAR Part 139 Review: Mr. Moll stated that the event went well with only a few incidents. The Jet Blue charter was uneventful but there were a few improvements needed for the future with the Southwest/Honor Flight. Mr. Warnke stated that he would like Mr. Moll to continue to make the Charters possible for EAA and continue to work with them.
  - d) Budget Transfer for Field Lighting Emergency Generator Upgrades: Mr. Moll explained that, although funds were budgeted for generator upgrades, more recommended improvements are needed to be accomplished.. He requested a transfer of \$1,800.00 from the paint striper acquisition (which came in under budget) and \$1,328.00 from the Airport fund balance to cover the overage. Mr. Kline moved to approve the transfer, seconded by Mr. Albrecht. Motion carried 4/0.
  - e) Perimeter Road/Fence Project: Mr. Moll noted that since 2009 a total of \$211,621 has been spent on engineering and an environmental study on the project.
4. Chairman's Report: Ms. Lennon stated that EAA Chapter 252 is hosting its annual pancake breakfast on September 10 at the airport terminal, during which commercial tenants at Wittman will have displays for "Get to Know Your Airport Day." She encouraged the Aviation Committee to get the Board members, particularly from the north side of the county, to attend the event to get a better understanding of the businesses that are located at Wittman Regional Airport.
5. Committee Member Statements/Suggestions/Items for Future Agenda: Mr. Albrecht stated that he wanted to correct a statement he made at the May 2011 County Board Meeting. He originally stated that the Glatz family withdrew from the property acquisition discussions. To be accurate, Winnebago County withdrew its offer following a counteroffer and subsequent related correspondence from the Glatz family.

Mr. Albrecht stated that a concerned citizen notified him that EAA was selling alcohol on airport property without prior notification to airport management, as outlined in Winnebago County Code. This notification has been standard practice by EAA in past events, but apparently the communication responsibility was missed this year. This matter has been satisfactorily resolved.

Mr. Warnke asked about the new work order system which Information Systems was working on. Mr. Moll stated this was still being worked on. Mr. Kline said that I.S. has hired another programmer and this should be worked on shortly. Mr. Warnke asked for a list of terminal building tenants and what they pay for their rent.

6. Set Next Meeting Date: Next meeting has been set for September 7, 2011 in the terminal conference room.
7. Adjourn: Mr. Kline motioned to adjourn, seconded by Mr. Albrecht. Motion carried 4/0. Meeting adjourned at 9:07 a.m.

Respectfully submitted,  
Diana M. Ulrich  
Airport Secretary