

Rock County, Wisconsin



Airport Board Meeting - Minutes  
Monday, June 21, 2021 at 8:00 a.m.  
Southern Wisconsin Regional Airport Terminal Conference Room / Teleconference  
1716 W. Airport Rd.  
Janesville, WI 53546

Call to Order. Chair Fox called the meeting of the Airport Board to order at 8:00 a.m.

Airport Board Members Present in Person. Mr. Eric Baker, Supervisor Dave Homan, Supervisor Brent Fox, Mr. Dick Cope, Mr. Greg Johnson, Mr. Joe Quint, Mrs. Katie Reese, Ms. Christine Rebout and Supervisor Richard.

Staff Members Present in Person. Greg Cullen      Airport Director  
Cynthia Hevel      Airport Secretary II

Others Present in Person.

Everett Reese	Elevation Air
Dave Haas	Meisner Aircraft
Gary Meisner	Meisner Aircraft
Brad Meisner	Meisner Aircraft
Chris Meisner	Meisner Aircraft
Jim Freeman	Helicopter Specialties
Nancy Barber	Helicopter Specialties

Others Present Via Teleconference. Josh Gowey      Interested Citizen  
Rick Leyes      T-hangar Tenant

Adoption of Agenda. Supervisor Homan and Mrs. Reese moved the Agenda. MOTION CARRIED.

Approval of Minutes of May 17, 2021. Supervisors Richard and Homan moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. None

**Consent Calendar**

Transfers. None

Review of Payments. The review for May 2021 was completed.

## Updates, Discussion and Possible Action

Approve Lease Agreement Between Southern Wisconsin Regional Airport and NJJ Properties, LLC. Supervisor Homan and Mrs. Reese moved the Lease. Mr. Cullen explained that the Lease Agreement for Mr. Quint's business, NJJ Properties, which operates Blackhawk Aircraft Maintenance, expires at the end of July. The new Lease Agreement offers a new 25 year term and changes the uses to align with the business's current operations. MOTION CARRIED. 8 AYES - Supervisors Fox, Homan and Richard, Mr. Baker, Mr. Cope, Mr. Johnson, Ms. Rebut, and Mrs. Reese. 1 ABSTAIN - Mr. Quint.

Approve First Addendum to Lease Agreement between Southern Wisconsin Regional Airport and Burlington Development, Inc. Mr. Quint and Supervisor Homan moved the Addendum. Mr. Cullen reminded the Board that back in January, Burlington Development requested a variance from the Minimum Standards and that request was approved. Today's item is an Addendum that adds uses, Aircraft Sales and Aircraft Restoration and Refurbishing, to their Lease. Mr. Freeman stated that he had some conflict with the letter Mr. Meisner wrote requesting this change. He does not feel that the Burlington Development hangar is properly equipped for painting and that he wants businesses on the airport to follow the Minimum Standards. Mr. Chris Meisner stated that they are not doing full paint jobs on aircraft, they offer a tail number change, change tires, and offer free maintenance to aircraft they sell for 60 days after the sale of an aircraft. Discussion on this topic took place. Mr. Cullen reminded everyone that the variance was approved in January and today's topic is only to approve a Lease Addendum that adds uses to the Lease. MOTION CARRIED.

Follow Up Discussion on Building Ownership at Lease Termination. Mr. Cullen stated that he had followed up on a question asked by Mr. Freeman at the last Board meeting. The question related to who took ownership of a building at the end of a lease term. Mr. Cullen stated that the County's Corporation Counsel looked over a sample of our Leases, and told him that we do not take ownership at the termination of a lease. The tenant is given the opportunity to renew the lease or sell the buildings. The only time the County would take ownership is if the tenant were to walk away and the County had no other recourse. Mr. Freeman thanked Mr. Cullen for following up on his request.

Airport Director's Updates. Mr. Cullen gave the Board information on the following topics as outlined in the attached Document on the following topics:

- Runway 18/36 repair project
- Bessie's Diner's operating hours
- A request from the TSA to hold another Pre-Check event in early September
- Audio/Visual updates to our conference room
- Airport budget meeting to Finance and Staff Committees on July 6<sup>th</sup>
- Unauthorized flight training on the airport.

Supervisor Richard asked if there we were working with the City of Janesville on the storm water expense. Mr. Cullen stated 2021 expense is expected to be about \$96,000 and that he and Supervisor Fox had met with the City of Janesville regarding the charges. The City has basically said that they are entitled to levy these charges by state law and therefore they will continue to do so.

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Some discussion on this matter took place, but Supervisor Fox stated that this topic is not on the Agenda today.

Resolution Authorizing Temporary Double Fill of Airport Secretary II Position. Supervisor Richard and Mrs. Reese moved the Resolution. Mr. Cullen informed the Board that the Airport's Secretary II is retiring effective September 7<sup>th</sup>. Mrs. Hevel informed Mr. Cullen last year that this would probably occur and therefore the Airport's 2021 Budget included funds to cover a one-month overlap in the position to allow for some training to take place. MOTION CARRIED.

Committee Requests and Motions. None.

Next Meeting Date. The next meeting date will be July 19, 2021 at 8:00 a.m.

Adjournment. Mr. Cope and Mr. Johnson moved to adjourn at 8:34 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Secretary II