

County of Rock
Public Works Department
Highways
Parks
Airport



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Public Works Committee Minutes
December 13, 2016 – 8:00 a.m.
Southern Wisconsin Regional Airport
Voyager Room
1716 W. Airport Rd.
Janesville, WI 53546

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:00 a.m.

Committee Members Present. Supervisors Bussie, Arnold, Driscoll, Fox and Richard

Committee Members Absent. None

<u>Staff Members:</u>	Ben Coopman	Public Works Director
	Ron Burdick	Airport Director
	Lori Williams	Parks Director
	Duane Jorgenson	Assistant to the Public Works Director
	Nick Osborne	Assistant to the County Administrator
	Neil Pierce	Public Works Superintendent
	Cynthia Hevel	Airport Specialist

<u>Others Present:</u>	Bonnie Cooksey	Janesville Jet Center
	James Dillavou	SC Aviation
	Floyd Finny	Parks Advisory Committee
	Bill Good	Airport Tenant
	Remy Konitzer	Airport Tenant
	Rick Leyes	Airport Tenant
	Dan Morrison	SC Aviation
	Dean Paynter	Parks Advisory Committee
	Tom Presny	Parks Advisory Committee
	Joe Quint	Blackhawk Aircraft Maintenance
	Jason Shrier	Helicopter Specialties
	Larry Westberg	Airport Tenant
	Dick Wixom	Interested Citizen

Approval of Agenda. Supervisors Arnold and Driscoll moved today's Agenda. MOTION CARRIED.

Approval of Minutes of October 25, 2016 (Airport) and November 8, 2016 (Parks). Supervisors Richard and Arnold moved the minutes. There were no changes. MOTION CARRIED.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Citizen Participation, Communications and Announcements. Tom Presny asked if today's Agenda item relating to the Umbrella friends group would be a discussion or if there would be action. Ms. Williams stated that there is no need for action as the Umbrella group has already been approved, but that she would have dates during the discussion item.

PARKS BUSINESS

Approve Gibbs Lake House Lease. Supervisors Richard and Driscoll moved the Agenda item. Ms. Williams explained that she has remained consistent with the airport and has not had an increase in four years. The urban rate of inflation is 1.6 percent and that is the increase that she is asking for. It would raise the rate on the house from \$785 per month to \$798. Discussion on the increase took place. MOTION CARRIED 4-1 with Chair Bussie dissenting.

Discussion and Possible Action on Riverside Transmission Line Project. Supervisors Fox and Driscoll moved the Agenda Item. Ms. Williams reported that she and the parks advisory committee members attended an open house on the Riverside Transmission Line project in November. She spoke with representatives of American Transmission Company (ATC) regarding the section of land they want an easement on. She believes that the project will cross the county's trail, and the impact fees will come to the county. Ms. Williams thinks ATC is hoping to complete the project in 2018.

Dean Paynter stated that he also attended the open house in November and the people they spoke with were cooperative. The substation sits on the trail which is across the street from the solar plant. This will also impact the proposed rail line so he suspects the route will change again. The county's trail should be completed in 2017 so it will be them coming to us, and not us going to them.

Supervisor Bussie mentioned that she had received a phone call regarding the project, and it sounds like it is probably going to go through. NO ACTION

Discussion on Umbrella Friends Group (Friends of Rock County Parks). Ms. Williams stated that the first meeting of the Umbrella Friends Group will take place on January 18, 2017 at 6:00 p.m. at Turtle Creek Park. There will be some publicity before the meeting. She will also involve the Delphi group and the current friends groups.

Parks Director Report. Ms. Williams talked about the clean up along Turtle Creek Parkway. She mentioned that the owners of the DeLong Property across the creek have indicated previously that they would be willing to let the friends groups onto the property to clean it up. She has tried to contact them regarding this matter, but they have been un-responsive. We cannot go onto the property without permission in writing. She will try to contact them again. Dean Paynter stated that the current owners are not interested in granting an easement to the county, they are not interested in any option other than selling. This will be on a future Agenda for discussion and possible action.

Set Next Meeting Date. The next Parks meeting will be on January 10, 2017 at 8:00 a.m. in the Highway Department Conference Room.

Supervisor Bussie mentioned that this is Ben Coopman's last committee meeting before his retirement and there was coffee and treats available for everyone. Mr. Coopman said that he has really enjoyed his 12 years here and was given a round of applause.

AIRPORT BUSINESS

Mr. Burdick stated that since the Public hearing was scheduled for 8:35 we would have to wait until then to then to open the hearing. He suggested moving to Agenda Item 6d as items 6b and 6c related to item 6a, the Public Hearing.

Set 2017 Rates for Leases and T-Hangar Storage Agreements. Supervisors Richard and Driscoll moved the rate recommendation of a 1.6% rate increase. Mr. Burdick explained that in 1991 wording was put into all airport leases that rates would be looked at yearly and could be adjusted according to the CPI not to exceed 4%. The most recent CPI is 1.6%. The average increase for a lease tenant is around \$9.00 a month and for t-hangar tenants around \$4.00 a month. The airport has not had an increase in four years.

T-hangar tenant Rick Leyes spoke and said that he doesn't feel an increase is warranted because there are no improvements to the hangars. The maintenance is good, but there are no improvements and two days after a snow event he couldn't get to his hangar because it hadn't been plowed yet, he doesn't feel that this is reasonable service. He also stated that he is concerned with how rate increases are determined.

Mr. Dick Wixom spoke against the increase.

T-hangar tenant Larry Westberg stated that we have a great facility but the t-hangars are so bad that he has to keep a cover on his aircraft.

Supervisor Bussie stated that she agrees that the t-hangars are not in good shape and Supervisor Arnold wanted to know why Mr. Leyes' hangar had not been plowed. Mr. Burdick responded that we have a policy on plowing and that if Mr. Leyes had called to let us know that he needed to get out, we would have made sure that he could, but he never called. Supervisor Bussie asked if the tenants were aware that they could call for service, and Mr. Burdick replied that they are informed.

Supervisor Richard stated that he is aware of the fact that the hangars are in poor condition but this increase is not to provide improvements, it is to maintain the levels that currently exist.

T-hangar tenant Remy Konitzer wondered what the current vacancy rate is. He stated that he could see but Mr. Leyes' point and Mr. Burdick's. He is paying \$145 per month at Mineral Point Airport and he has a new hangar with a concrete floor. He feels that we need to look at comparative pricing.

Mr. Burdick stated that Mineral Point and Southern Wisconsin Regional are two different airports. You can't compare them. He also stated that a 1 percent increase had been recommended by the Mr. Smith, the County Administrator and approved by the County Board.

Supervisor Driscoll stated that he agrees with Supervisor Richard that costs go up and increases are needed to cover those costs.

Mr. Wixom stated that he does agree with Mr. Burdick, you can't compare Mineral Point with Southern Wisconsin Regional.

Supervisor Fox stated that as a lease tenant and as a representative of ABC Supply, he has a conflict of interest and has to abstain from voting on this issue. He would also like to see some improvements like the crack in front of his hangar getting repaired. However, costs are going up and 1.6% will not fix the problems.

Supervisor Bussie stated that this is a double edged sword, she voted for the Administrator's recommended budget but doesn't want an increase in the rates.

Supervisor Arnold asked why there was a gap in Mr. Westberg's hangar that was so bad he has to keep his plane covered. Mr. Burdick explained that when the hangars were built between 1948 and 1950 they were built with County crews, bad sub-soil was not removed which creates a problem with heaving, and not much was installed for weatherproofing.

Supervisor Bussie called for a roll call vote.

Supervisor Richard – Yes

Supervisor Driscoll – Yes

Supervisor Bussie – No

Supervisor Arnold – No

Supervisor Fox – Abstained

MOTION FAILED ON A TIE VOTE

Public Hearing on Airport Improvements

Supervisors Driscoll and Fox moved to open the public hearing at 8:48 a.m. MOTION CARRIED.

Mr. Burdick gave a brief overview of each item listed in the Petition for Airport Improvement Aid. These items include:

- Reconstructing the southern 2,300 ft. of Runway 18/36. 1986 was the last time this runway was reconstructed and it is needed. Tentatively scheduled for 2019.
- Reconstruct Runway 04/22, the airport's secondary runway. The last time this runway was rebuilt was in 1974 and it has had three repairs since then. Tentatively scheduled for 2018.
- Construct East-side Hangar development. This would construct additional aviation sites, apron, and parking. This would be in the area that SC Aviation is proposing a tentative expansion in. Tentatively scheduled for development in 2018.

- Security related improvements to gates. The gates were installed in 2001 as a wildlife deterrent. They are light-weight gates and the operators are worn out and obsolete and parts are hard to find. This project will replace the gates and operators, provide lighting and better security. Tentatively scheduled for 2019.

Chair Bussie asked for comments.

James Dillavou of SC Aviation asked where the ramp would be and Mr. Burdick showed on the map of the airport where the development area is at. Supervisor Fox asked if SC was still planning to expand and Mr. Dillavou said that they are doing well and see no end in sight. They are tentatively planning to build another building in 2018. More discussion regarding SC Aviation's future expansion took place.

After hearing no more comments, Chair Bussie closed the public hearing at 9:03 a.m.

Consider/Approve Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid. Supervisors Richard and Driscoll moved the Resolution. Mr. Burdick explained that this will go to the full County Board for approval and once it has been approved, it will go to the state. The Resolution designates the State as the airport's agent and allows them to request funding for the projects listed in Resolution once it becomes available. MOTION CARRIED.

Consider / Approve Resolution Agency Agreement and Federal block Grant Owner Assurances. Supervisors Driscoll and Arnold moved the Resolution. Mr. Burdick explained that this Resolution goes along with previously approved Resolution designating the state as the airport's agent as a requirement for requesting funding for Airport Improvement Aid. MOTION CARRIED.

Discuss / Approve Letter of Agreement Requirements for Operating in the Runway Safety Areas (RSAs) Supervisors Fox and Driscoll moved the Letter of Agreement. Mr. Burdick explained that this letter of agreement between the control tower and the airport defines the responsibilities for operating in the airport's runway safety areas. MOTION CARRIED.

Discuss / Approve Letter of Agreement Control of Vehicular Traffic. Supervisors Driscoll and Arnold moved the Letter of Agreement. Mr. Burdick explained that this Letter of Agreement sets out the procedures for operating a vehicle on the airport. MOTION CARRIED.

Consider Request from EAA Chapter 93 to Reduce Invoice Resulting from Heavy Bomber's Weekend in July 2016. Mr. Burdick explained that the EAA Chapter 93 was asking to reduce the invoice that they received from the airport for labor, equipment and cleaning that resulted from the Heavy Bomber's Weekend that was held at the end of July. Supervisor Richard said it doesn't really look like they have asked for an actual amount, and Mr. Burdick replied that they would like to have the labor cost removed from the bill as they suffered a financial loss when they had to cancel one of the events due to weather. Supervisor Richard asked if they were direct costs and Mr. Burdick replied that they are. Supervisors Bussie and Driscoll didn't feel as though the charges were unreasonable and Supervisor Fox asked if what we charged them for was consistent with what we have charged other events and Mr. Burdick said that we charge all events the same way. Discussion on the airport's amenities and the ability to market the airport took place. Supervisor

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Driscoll made a motion to deny the request from EAA Chapter 93 to reduce the invoice resulting from Heavy Bomber's Weekend. Supervisor Bussie seconded the motion. MOTION CARRIED.

Accounts Receivables. The aging report was discussed. NO ACTION.

Set Next Meeting Date. The next airport meeting will be January 24, 2017 at 8:00 a.m. in the airport terminal conference room.

HIGHWAY BUSINESS

Follow-up Discussion and Possible Action on Recommendations of matrix Consulting Group – Public Works, Highway Division Study

(#6) Adopt a 9-year replacement cycle for single-axle dump trucks. Supervisors Richard and Fox moved the recommendation for matrix item #6. MOTION CARRIED.

(#13) Work with CCG Systems to implement a bar code reader system for parts charging. Supervisors Fox and Driscoll moved the recommendation for matrix item #13. MOTION CARRIED

(#18) Develop a manual of billing policies and procedures. Supervisors Driscoll and Richard moved the recommendation of matrix item #18. MOTION CARRIED.

Mr. Coopman stated that he appreciated that they were following the Agenda and the recommendations of the Matrix study, but he felt that there should perhaps be some more discussion on Matrix item #6 as the truck item is a big issue. Mr. Coopman feels that the Committee may not necessarily need to approve the item today.

Supervisor Bussie asked if the 9-year replacement policy meant that the county could replace trucks after 9 years but didn't necessarily have to if it was not needed and Mr. Coopman replied "In theory, yes." He also said that he feels more discussion is needed.

Supervisor Fox made a motion to develop a plan to adopt a 9-year plan for replacement for single axle dump trucks and Supervisor Bussie seconded it. MOTION CARRIED.

Set Next Meeting Date. The next Highway meeting will be on January 12, 2017 at 8:00 a.m. in the Highway Department conference room. Supervisor Richard noted that he would not be at the Parks meeting on January 10th or the Highway meeting on January 12th.

Adjournment. Supervisors Arnold and Richard moved to adjourn at 9:30 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist