

Rock County, Wisconsin



Airport Board Meeting - Minutes
Monday, May 17, 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 Brent Fox, Mr. Dick Cope, Mr. Greg Johnson, Mr. Joe Quint, Mrs. Katie Reese.

Airport Board Members Present via Teleconference. Supervisors Dave Homan and Rick Richard.

Airport Board Members Absent. Ms. Christine Rebut.

Staff Members Present in Person.

Greg Cullen	Airport Director
Cynthia Hevel	Airport Secretary II
Kevin Smith	Airport Maintenance Crew Leader

Others Present in Person.

Guy Lieser	Carver Aero
Bonnie Cooksey	Janesville Jet Center
Jim Freeman	Helicopter Specialties
Alex Smith	Airport Tenant
Mike Manning	Carver Aero
Everett Reese	Elevation Air

Others Present Via Teleconference.

Stephen King	Janesville Jet Center
Josh Gowey	Interested Citizen
Shay Brokmond	Carver Aero

Adoption of Agenda. Mrs. Reese and Mr. Johnson moved to approve the Amended Agenda. MOTION CARRIED.

Approval of Minutes of April 19, 2021. Mr. Cope and Mr. Baker moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. Mr. Jim Freeman stated that during discussions regarding possible development, it came to his attention that on some airports, at the end of the lease term, the airport assumes ownership of the buildings that were the subject of the lease. Mr. Freeman wanted to let others know about this practice. Supervisor Fox

mentioned that all of our leases offer the option to renew the lease so it would be unlikely that something like that would happen here, and Mr. Cullen stated that he will look into this further.

Consent Calendar

Transfers. None

Review of Payments. The review for April 2021 was completed. Mr. Cope asked about the charge to Fox Valley Technical College. Mr. Cullen replied that it was for two of the Airport's employees to attend Fire School. Employees used to attend school in Kentucky but last year this school in Appleton was opened and we now send our staff there. Mr. Cullen asked Mr. Smith, who attended school, to speak about the course. Mr. Smith told the Board that attending fire school every two years is important refresher training and that the fire school offers good hands-on live fire training that we do not have the ability to do here on the airport.

Updates, Discussion and Possible Action

Request for Variance – Carver Aero, LLC. Mr. Cullen told the Board that Carver Aero is purchasing the Janesville Jet Center from Mr. Steve King and that during the Lease preparation it was discovered that Janesville Jet Center leases less than the four acres required by our Minimum Standards. The new Lease negotiated with Carver Aero does meet all of the Current Minimum Standards as reviewed last year, except the 4 acre minimum requirement. The negotiated Lease is a little larger than the Janesville Jet Center's current lease and is about 2 acres in size. Mr. Cullen feels that that 4 acre requirement may have been some type of error when the Minimum Standards were redone several years ago, and not caught when we reviewed the standards last year. It was his recommendation that Carver Aero seek a variance from this requirement and it is his intent to revise the Minimum Standards in the future. Mr. Cullen asked Mr. Lieser from Carver Aero to tell the Board about Carver Aero's business.

Mr. Guy Lieser introduced himself and Mr. Mike Manning from Carver Aero and gave the Board a brief overview of Carver Aero. They have several locations in Iowa, Illinois and are now expanding into Wisconsin. They offer aircraft maintenance, charter service, flight training, fuel sales and other services. They are looking forward to the new location here.

Supervisor Homan and Mrs. Reese moved to approve the request for variance to the Minimum Standards. MOTION CARRIED.

Approve Fixed Base Operator's Agreement between Southern Wisconsin Regional Airport and Carver Aero LLC. Mr. Cullen informed that Board that he has been working with Carver Aero's agent for the last several weeks on the Lease Agreement. The agreed to Lease was approved by all of the attorneys and is a standard Lease. Mr. Quint and Mr. Johnson moved to approve the Fixed Based Operator's Agreement. MOTION CARRIED.

Termination of Lease between Southern Wisconsin Regional Airport and King Capital JJC Hanger, LLC. Mr. Cullen explained that with the sale of Janesville Jet Center to Carver Aero, we would need to terminate their lease. Mr. King asked for clarification on when the termination will occur, he wants to be sure it will not occur until the closing takes place. Mr. Cullen replied that, that is correct. The document is worded that the Lease will terminate upon the closing. Mr. Cope and Mrs. Reese moved to approve the termination of Lease. MOTION CARRIED.

Request for an Above-ground Fuel Storage Tank – Moose Holdings, LLC. Supervisor Fox and Mr. Quint moved the Request for an Above-ground Fuel Storage Tank. Mr. Cullen explained that Mr. Everett Reese from Moose Holdings (Elevation Air) approached him with a request for an above-ground fuel storage tank. At first Mr. Cullen was not on board with this request. However he did some research and found the following:

1. There is no rule or regulation against having one on the field
2. Airports all over the state have above-ground tanks
3. The Janesville fire department is supportive and in fact prefers above-ground tanks
4. The FAA supports above-ground tanks.

After doing the research, Mr. Cullen changed his mind regarding above-ground tanks and now supports this request. Mr. Reese has provided information regarding the tank, it is a 12,000 gallon approximately 40' by 10', hurricane resistant tank that will hold low lead gasoline and will be used for the fueling of Elevation Air's aircraft only. The tank is very secure and will be located on the east side of the terminal building within Moose Holding's leased area.

Supervisor Homan asked if they would be competitors of the new FBO. Supervisor Fox replied that they are fueling their own aircraft only and would not be an FBO or competition for the FBO. Supervisor Fox called for a vote on the motion. MOTION CARRIED on the following vote. 7 AYES, 1 ABSTAIN, 1 ABSENT.

Approve First Addendum to Lease Agreement between Southern Wisconsin Regional Airport and Moose Holdings, LLC. Mr. Cullen explained that since the fuel tank has been approved, Moose Holdings now needs to add self-fueling to their use in the Lease Agreement. This is a housekeeping item and allows Moose Holdings to add self-fueling to their lease and sets forth the requirements for this use. Mr. Baker and Mr. Johnson moved to approve the First Addendum to Lease Agreement between Southern Wisconsin Regional Airport and Moose Holding, LLC. MOTION CARRIED on the following vote. 7 AYES, 1 ABSTAIN, 1 ABSENT.

Airport Director's Updates. Mr. Cullen gave some updates on various items of interest on the airport. Geronimo Hospitality, the parent company of Bessie's Diner has decided to postpone the outside patio until next year. He has informed them that they will have to submit a plan prior to the start of construction. Bessie's Diner is also planning a pancake fly-in on Saturday, June 19th from 8-2. They will have all you can eat pancakes, bacon or sausage, coffee, milk and juice for \$10 adults, \$6 kids 4-10. 3 and under and Pilots in Command that fly in are free.

Mr. Cullen stated that he has requested meetings with both North Star Medical Radioisotopes and Shine. The purpose is to determine if they will be using the airport to transport their products once they are in production. As of today, no meetings have been scheduled.

Mr. Cullen reminded the board that in March, Mr. Chuck Valle from SC Aviation attended the meeting and spoke of the need for radar in the control tower. Mr. Valle has been working diligently on his this and his request has made its way all the way up to the FAA HQ team. Mr. Cullen has been told that someone from the FAA will contact him when a decision has been made. Mr. Cullen will keep the Board informed if there is any movement on this request.

Fahrner Asphalt was awarded the contract to crack seal and micro surface Runway 18/36. They are waiting on state funding, when that happens, they have crews ready to work.

Committee Requests and Motions. None.

Next Meeting Date. The next meeting date will be June 21, 2021 at 8:00 a.m.

Adjournment. Mr. Cope and Mrs. Reese moved to adjourn at 8:24 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Secretary II