



## ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

*Airport - Highways - Parks*

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### Public Works Committee Minutes

November 28, 2017 – 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 8:03 a.m.

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

Committee Members Absent. Supervisor Arnold

Staff Members:

Duane Jorgenson	Director of Public Works
Greg Cullen	Interim Airport Manager
Russ Podzilni	County Board Chair
Josh Smith	County Administrator
Randy Terronez	Assistant to the County Administrator
Cynthia Hevel	Airport Specialist

Others Present:

Jim Freeman	Helicopter Specialties
James Dillavou	SC Aviation, Inc.
David Haas	Jetson Aviation
Earl Arrowood	Air Traffic Control Tower Manager
Josh Lundy	SC Aviation, Inc.
Bonnie Cooksey	Janesville Jet Center
Rick Leyes	Airport Tenant T-hangar 29
Joe Quint	Blackhawk Aircraft Maintenance
Remy Konitzer	Airport Tenant T-hangar 60

Approval of Agenda. Supervisors Driscoll and Richard moved the Agenda. MOTION CARRIED.

Approval of Minutes of October 24, 2017. Supervisors Richard and Fox moved to approve the minutes. MOTION CARRIED

Citizen Participation, Communications and Announcements. Mr. Dillavou from SC Aviation handed out an Executive Summary of SC Aviation and gave some of the highlights that are outlined in the document. SC Aviation is growing at a very fast pace and their summary is very conservative. They have offices in Madison, Milwaukee, and are going to be putting an office in Chicago. They are currently the No. 1 charter operator out of the Milwaukee airport. Mr. Dillavou stressed the importance of getting the ramp extension over by their hangar as they are already very crowded

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on their ramp. They would like to have the area west of their new building developed as ramp and then build another building south of where their new building is.

#### **AIRPORT BUSINESS**

Introduction to Interim Airport Manager Gregory Cullen. Mr. Jorgenson introduced Mr. Cullen as the new Interim Airport Manager. Supervisor Bussie asked exactly what "Interim" meant and Mr. Jorgenson explained that Mr. Cullen is currently a contract employee under a one-year contract. Mr. Cullen will have the opportunity to apply for the position on a permanent basis once decisions regarding the Airport have been made and then asked Mr. Cullen to tell the Committee about himself. Mr. Cullen gave the Committee a brief biography of himself and his work history including his 27 years of active military service. He is originally from the Milton area and is happy to be working on the Southern Wisconsin Regional Airport.

Discuss 2018 Rates. Mr. Jorgenson explained that while the current CPI for the last year was 2% he and County Administrator Josh Smith discussed the rates and felt that it would be best for now to leave the rates where they are until further study can be completed. This resulted in the recommendation of leaving the rates for 2018 the same as they have been for 2017.

Supervisor Richard expressed surprise at the request for status quo. All costs go up and these increases are being subsidized by the taxpayer; Supervisor Driscoll agreed.

Supervisor Bussie stated that the item was on for discussion only, not to set the rates and it was explained that the leases state that rates are set in December and take effect in either January for lease tenants or February for T-hangar tenants. Because bills for January go out on December 15<sup>th</sup> the December meeting is usually combined with either Parks or Highway and takes place at the Airport. Supervisor Bussie asked that it be the first item on the Agenda.

Project Updates: Airport Re-lighting Project. Mr. Jorgenson said that everything is on track for the project and that the Pre-construction meeting will be held in March or April of 2018.

Project Updates: Airport ARFF Vehicle. Mr. Jorgenson informed that the new ARFF vehicle is currently in the process of being built and delivery is estimated for March. The airport is already receiving equipment that will be outfitted on the new truck and airport staff will be working with the City of Janesville on where equipment will be placed on the truck.

Airport Accounts Receivables. The aging report was briefly discussed.

Discussion of Scope of Potential Ad Hoc Committee on Airport Operations. Mr. Jorgenson stated that he and County Administrator Josh Smith thought that with the retirement of long time Airport Director Ron Burdick, this may be a good time to evaluate the airport and its processes. This could be done by the formation of an Ad Hoc Committee. Supervisor Bussie wanted to know who would decide the people on the committee. Mr. Smith stated that a Resolution will be brought to the Committee to approve the formation of the Ad Hoc Committee and County Board Chair Russ Podzilni and the County Board will appoint the members. Potential members would be various

airport stakeholders. Supervisor Bussle said she felt that either the Director of Public Works or the Airport Manager should be intricately involved with the Committee.

Mr. Smith said that the Resolution will address the scope of topics to be looked at by the committee and could include:

1. The status of the airport's Part 139 certificate and whether it should be maintained.
2. Future economic development and the impact of the Dollar General warehouse, Shine's facility and SC Aviation.
3. Management structure

Mr. Smith is hoping to have the Resolution ready for the next meeting.

### **PUBLIC WORKS BUSINESS**

Introduction to Assistant Director of Public Works Nick Elmer. Mr. Jorgenson introduced Mr. Nick Elmer, the new Assistant Director of Public Works and asked him to tell the Committee a little about himself. Mr. Elmer told the Committee he had graduated from the University of Wisconsin, Platteville and some of his employment history. He is happy to be with the county and looking forward to getting back to his civil engineering roots.

Next Meeting Date. The next airport meeting will be on December 14, 2017 at 8:00 a.m. This will be a combined meeting of the Airport and Highway and will take place at the airport.

Adjournment. Supervisors Fox and Richard moved to adjourn at 8:41 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Airport Specialist