

Rock County, Wisconsin



Airport Board Meeting - Minutes
Monday, February 18, 2019 at 8:00 a.m.
Southern Wisconsin Regional Airport Terminal Conference Room
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. Supervisors Fox, and Richard, Mr. Eric Baker, Mr. Larry Barton, Mr. Greg Johnson, Mr. Joe Quint and Ms. Katie Reese.

Members Absent. Supervisor Mawhinney and Mr. Dick Cope

Staff Members:

Greg Cullen	Airport Director
Cynthia Hevel	Airport Specialist

Others Present:

Russ Podzilni	County Board Chair
Josh Smith	County Administrator
Jim Freeman	Helicopter Specialties
Mark Graczykowski	Wisconsin Bureau of Aeronautics
Terry Donovan	Mead & Hunt, Inc.

Adoption of Agenda. Supervisor Richard and Mr. Johnson moved the Agenda. MOTION CARRIED.

Approval of Minutes of January 22, 2019. Chair Fox asked if there were any changes to the minutes. There were none. Mr. Johnson and Mr. Baker moved the Minutes. MOTION CARRIED.

Set Meeting Dates and Times. After the meeting was concluded in January it was discovered that there was a conflict with holding meetings on Wednesdays. Via e-mail communication it was agreed to change the February Airport Board meeting to February 18th at 8:00 a.m. Mr. Cullen stated that he had been informed by a tenant that they would prefer the meetings not be held on Mondays. Discussion amongst the Board determined that several board members have standing conflicts on Tuesday's, Wednesdays, and Thursdays and that Monday's were still the best day of the week to hold the Board Meetings. Chair Fox made a motion for Airport Board Meetings to take place on the third Monday of the month, Mr. Barton seconded it. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. NONE.

Consent Calendar

Transfers. NONE

Review of Payments. The review was completed.

Updates, Discussion and Possible Action.

T-Hangars. Mr. Cullen stated that this had been requested to be on this Agenda at last month's meeting. He has provided a hand out in the Agenda with some information about the t-hangars revenue, expense and occupancy. The Airport currently has four t-hangar buildings. Two older buildings that were built in the 1950's and two newer that were built in the 1980's. The two older buildings are "arguably" structurally sound although they do have some issues and some tenants feel the need to cover their planes even in the hangars. The airport actually receives more calls for service on the "newer" hangars because of the electric doors.

There are three options for these hangars. Do nothing to the buildings and try to increase occupancy. Put some money into fixing the buildings and try to increase occupancy. Tear down the older buildings and use that space for private or corporate hangars.

Chair Fox stated that the Ad Hoc Committee spoke of a private company building condo style hangars. However, a private company is not going to want to compete with the County in the hangar business. Lowering the rent to draw in tenants could be an option, but if that doesn't work, we reduce the current revenue.

Mr. Cullen mentioned that the airport in Albion is closing and those pilots will be looking for space.

Mr. Baker asked about the airport's advertising for t-hangars and Mr. Cullen stated that we have an ad in Mid-West Flyer magazine and we show hangars available on our website.

Mr. Barton stated that his decision regarding t-hangars would be revenue driven, and he thinks we should do some type of survey that could result in a waiting list for pilots committed to new hangars. The old hangars are really old and not worth what is being charged for them. He would like to see the cost of replacing them and what kind of revenue they would generate. What do the t-hangars cost us to maintain versus the revenue they generate.

A discussion on the drop in general aviation overall took place, and Supervisor Richard stated that since our rates have stayed pretty stable over the last several years, he doesn't feel as though our reduced occupancy is cost driven. He would like to see what they would look like with amenities.

Mr. Baker stated that he would like to discuss marketing. He recently moved a plane from the Beloit Airport to Southern Wisconsin Regional. The rent at Beloit was \$300.00 a month for way less amenities. The rent here is \$50.00 a month less for a secure field, three runways, a tower, and bathroom facilities. He would like to know what the airport's bread and butter is, corporate aviation or general aviation. He feels this should be approached as a business.

Mr. Cullen stated that he will look into more aggressive marketing.

Mr. Quint asked if anyone has checked into how other airports are doing things, for instance Rockford has condo style hangars. They do currently have vacancies though.

Supervisor Richard stated that he would like to see the report provided to the Ad Hoc Committee last summer and our advertising.

Mr. Barton stated that he is very open to Mr. Cullen doing the research on this and bringing the information and a recommendation to the Board and asked if the other Board members agreed. The general consensus was that they did agree with Mr. Barton's statement.

Warbird Weekend Agreement. Mr. Cullen stated that the Warbird Weekend Agreement provided in the Agenda was very similar to last year's agreement and has been approved by Corporation Counsel through the contract review process. Chair Fox asked what the changes were for this year.

Mr. Cullen stated that the big draw, B29 FIFI has had a new paint job and this year the event will be for three days instead of two. There are some different sponsor's this year and some the same. Elevation Air will be a sponsor and Dollar General will be manning the gate. The Airport will be getting 5% of the gate fees and be reimbursed for expenses. Supervisor Richard moved to approve the Agreement, Mr. Baker seconded the motion. MOTION CARRIED – Chair Fox, Supervisor Richard, Mr. Baker, Mr. Barton, Mr. Quint and Mr. Johnson voted Aye. Mrs. Reese abstained. Supervisor Mawhinney and Mr. Cope were absent. 6-Ayes, 0-Noes, 1–Abstained, 2-Absent.

Purchase of E-36 De-icing Fluid. Mr. Cullen explained that the use of E-36 is dependent on the weather and last year the airport only used about 200 gallons. This year we have already used 2,500 gallons due to the ice storms we had. When needed, E-36 gets used on the active runway first and then the secondary. We almost never use it on the ramps due to the cost, E-36 is \$4.57 a gallon. Last week we had to use some on the taxiways because of the icy conditions.

Because the airport used very little E-36 last year it was anticipated during the 2019 budget process that we would carry over the 2018 de-icing funds to purchase E-36 in 2019. The carry-over is in process. County Administrator Josh Smith explained that the airport is a little

different than other departments in that unspent budget funds do not go back into the county's general fund, they either get carried over or they go into the Airport's fund balance.

Mr. Barton and Supervisor Richard made a motion to approve the purchase of E-36. MOTION CARRIED.

Airport Director Updates. Mr. Cullen verbally went over the handout he provided to the Board. (Copy Attached) Topics included:

- Purchasing
- Capital Assets/Improvements
- 2020 Budgeting Process
- 2018 Part 139 Inspection Results
- ACM Update

During Mr. Cullen's update on the 2018 Part 139 Inspection it was noted by Supervisor Richard that while there were numerous violations written up, Mr. Cullen had only been here for five months at that time. He also asked about the crop encroachment that had been noted on the Letter of Investigation/Correction. Mr. Cullen replied that he found that the reference the inspector used was obsolete and that particular item was removed from the violations.

Committee Requests and Motions. Mr. Barton asked that T-hangars be put on the next agenda. Chair Fox suggested that when the weather is better Mr. Cullen arrange a tour of t-hangars, gates and Runway 18/36.

Adjournment. Mr. Barton and Mr. Quint moved to adjourn at 8:54 a.m. MOTION CARRIED.

Respectfully Submitted