



# ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

*Airport - Highways - Parks*

3715 Newville Road, Janesville, WI 53545  
Phone: (608)757-5450 Fax: (608)757-5470  
www.co.rock.wi.us

## Public Works Committee Minutes

October 24, 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 8:00 a.m.

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

Committee Members Absent. None

<u>Staff Members:</u>	Duane Jorgenson	Director of Public Works
	Ron Burdick	Airport Director
	Lori Williams	Parks Director
	Russ Podzilni	County Board Chair
	Josh Smith	County Administrator
	Jodi Timmerman	Corporation Counsel
	Michelle DeRubeis	DPW Accounting Supervisor
	Cynthia Hevel	Airport Specialist

<u>Others Present:</u>	Randy Hughes	Farmer
	James Dillavou	SC Aviation Inc.
	Dean Paynter	Parks Advisory Committee
	Rick Leyes	Airport Tenant T-hangar 29
	Bonnie Cooksey	Janesville Jet Center
	Bonnie Oleson	Mid-West Family Broadcasting
	Earl Arrowood	Air Traffic Control Tower Manager

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

Approval of Minutes of July 25, 2017. Supervisors Richard and Driscoll moved to approve the minutes. MOTION CARRIED

Citizen Participation, Communications and Announcements. Mr. Dillavou from SC Aviation asked what effect Ron Burdick's retirement would have on the extension to their ramp. Supervisor Bussie said that as far as she knows, nothing that is in progress would be stopped and Mr. Jorgenson said that there would not be any changes to items in progress that he knows of.

Mr. Leyes asked if the tearing down of hangars was moving forward in next year's budget as he is very opposed. Mr. Burdick replied that it was not included in the budget request and that the discussion at the last meeting was only a discussion, not an actual decided item.

Supervisor Bussie welcomed Supervisor Arnold back.

## **AIRPORT BUSINESS**

Discuss/Consider Approval of First Addendum to Lease Agreement Between Southern Wisconsin Regional Airport, County of Rock, Wisconsin and Prent Corporation. Supervisors Fox and Richard moved the Addendum. Mr. Burdick explained that Prent Corporation is adding on to their hangar and the addendum adds the square footage to the current lease increasing the rent to \$9,154 dollars per year. The square footage includes land for storm water issues required by the City of Janesville. Prent also requested that the lease term be extended so the new lease will run for 25 years. MOTION CARRIED.

Discuss/Consider Approval of Second Addendum to Agricultural Lease Between Rock County and Whilden R. Hughes. Supervisors Richard and Fox moved the Addendum. Mr. Burdick explained that Mr. Hughes' agriculture lease expires on November 30<sup>th</sup> of this year and he has asked for a three year extension and has offered a 10% increase in his lease rates. Mr. Burdick stated that Mr. Hughes has been a very good tenant and has done a good job with his farming operation on the airport. Supervisor Bussie asked Mr. Hughes what he grows on the airport and he replied mostly beans and corn. He may try sorghum next year. Mr. Hughes offered some information on yield and growing practices. MOTION CARRIED.

Event Update - Sonic Boom. Mr. Burdick asked Bonnie Oleson to talk to the Committee about this year's event. Ms. Oleson thanked SC Aviation, Mr. Hughes, and the County for their parts in making the event happen. She said the event went really well this year and the weather was beautiful. Attendance was good, about 17,000 people however they only sold about 7,000 tickets as they give away a lot of tickets. Revenue for the airport is \$1 dollar for each one day ticket and \$2 for each two day ticket. This year's revenue for the airport will be about \$14,500. They are looking at making some changes for next year's event and will be meeting soon to discuss the 2018 event. Supervisor Bussie asked if it were possible to increase Revenue for the airport. Ms. Oleson said she would bring it up at the meeting.

Airport Accounts Receivables. The aging report was discussed.

Update on Status of Airport Management. Mr. Jorgenson told that Committee that they are in the process of hiring an interim Airport Director. They had a headhunter reach out and received 40 applications from which they narrowed it down to six. They will be conducting telephone interviews tomorrow. Supervisor Richard asked if they had a date for putting out a posting. Mr. Jorgenson said not at this time. Mr. Smith added that they want to take the time to decide what they want airport management to look like and get the position right. Mr. Jorgenson stated that they have met with airport staff to keep them apprised of the situation. Mr. Dillavou asked who to contact for day to day issues and Mr. Jorgenson replied to call the airport office and Cynthia would refer the call to proper person.

**PUBLIC WORKS BUSINESS**

Resolution: Recognizing Ronald Burdick. Supervisors Bussie and Fox moved the Resolution. A discussion on Mr. Burdick's 42 years of service and career advancement took place. The Committee thanked Mr. Burdick for his years of service and congratulated him on a great career.

Discussion and Possible Action on County Administrator's Recommended 2018 Budget. Mr. Smith discussed his 2018 recommended budget for the Airport, Highway, and parks

Airport – Mr. Smith did not recommend two projects that were requested, the equipment wash bay and a new bank of T-Hangars. He also did not approve an additional airport maintenance worker. He did recommend a change of title from Airport Director to Airport Manager.

Supervisor Fox asked what the impact is of a title change. Mr. Smith replied that we can look at the airport and parks in tandem as he also recommended a change in title from Parks Director to Park Manager. Mr. Smith explained that one of the things that came up during the salary study was that the title director really refers to a department head and therefore threw off the study as it related to the Airport and Park's Directors. By changing the titles to managers, it brings those positions in line with what other counties are doing. There will be no changes to duties or salaries.

Supervisor Richard asked if it would change the Airport Director's authority when working with the FAA and Mr. Smith responded that it would not.

Highway – Mr. Smith discussed an increase in revenue from the State of Wisconsin, but revenue from the Towns fees is not changing. He also informed the Committee that he is recommending \$190,000 from sales tax be used towards crack sealing. He also talked about the proposed construction projects for 2018. Mr. Jorgenson gave some details on the County Highways A and MM project.

Mr. Smith went over the capital equipment list for 2018 and discussed how the Matrix study affected the 2018 purchases.

Supervisor Richard said that he is glad to see more money go to county roads and would like to know if there is a process for requesting more if the economy continues to improve. Mr. Smith said that there is, they budget tax revenue conservatively and budget amendments can be requested if needed.

Parks – Mr. Smith discussed Parks revenue and requests. He is not recommending the requested \$50,000 for land acquisition however, if land becomes available a budget amendment could be requested. Mr. Smith said that when any future land acquisition is considered, the County needs to also consider increases in maintenance expense. Mr. Smith also did not recommend an additional full-time highway worker that was requested.

Mr. Smith mentioned again the change in title from Parks Director to Parks Manager, in order to make the position more consistent with other county positions. There is no change to duties or salary.

Minutes of the Rock County Public Works Committee  
October 24, 2017

Mr. Dean Paynter asked how the ATC funds affect the Parks budget. Mr. Smith explained that those funds are not included in the Parks budget, but when the funds are received next spring there will be a budget amendment to determine where the money goes between the Parks and Land Conservation departments. Mr. Paynter asked if the ATC funds could be used to fund the salary for an additional Parks employee. Mr. Smith responded that the funds could be used that way, but eventually the County will have to pick up that cost.

Mr. Smith discussed previous years' capital improvement projects that had not yet been completed and may require carryover to 2018 for completion. In response to Mr. Smith's comments, Lori Williams said that in regards to various capital project carryover, for example, the Magnolia Bluff project had problems with the initial contractor and has been ongoing for the last three years. In addition to that, when capital projects have grants associated with them that adds yet another dimension of requirements. She listed Turtle creek parkway canoe/ kayak launch as an example of that. Grants are a positive thing but there are steps that need to be followed and this can create delays that are unavoidable.

Ms. Williams also stated that in regards to the title change, her personal stand-point is that she is very against the title change. There will be changes that will have to be made to documents and signs and there will be an impact from this change. Supervisor Bussie said that she had spoken with Mr. Smith about the title changes and is convinced that his reasons for the change are valid.

Supervisor Fox stated that he needed to leave and Supervisor Bussie asked that they discuss the next meeting date before he left.

Next Meeting Date. The next airport meeting will be on November 28<sup>th</sup> at 8:00 a.m. The November Highway and Parks meetings will be combined into one meeting on November 9<sup>th</sup>, 2017, at 8:00. There will be no meeting on November 14<sup>th</sup>. Ms. Williams stated that she will not be at the November 9<sup>th</sup>, meeting.

Supervisor Fox left the meeting at 9:26 a.m.

Executive Session. Supervisors Richard and Driscoll moved to go into Executive Session at 9:26 a.m. per Section 19.85(1)(e), Wis. Stats. – negotiating the terms of a lease for a possible restaurant at the Southern Wisconsin Regional Airport. ADOPTED on a roll call vote with the following: Ayes – Supervisors Arnold, Bussie, Driscoll and Richard. Noes-0. Absent-Supervisor Fox

Supervisors Arnold moved to go out of Executive Session at 9:54 a.m., Supervisor Richard seconded the motion. ADOPTED on a roll call vote with the following: Ayes –Arnold, Bussie, Driscoll and Richard. Noes-0. Absent – Supervisor Fox.

Adjournment. Supervisors Arnold and Driscoll moved to adjourn at 9:54 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Airport Specialist

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE