

County of Rock
Public Works Department
Highways
Parks
Airport



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Public Works Committee Minutes
Tuesday, June 28, 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, Driscoll, Fox and Richard

Committee Members Absent. Supervisor Arnold

Staff Members:

Ron Burdick	Airport Director
Cynthia Hevel	Airport Specialist

Approval of Agenda. Supervisors Fox and Richard moved today's agenda. MOTION CARRIED.

Approval of Minutes of May 24, 2016. Supervisors Driscoll and Richard moved the minutes. MOTION CARRIED.

Citizen Participation, Communications and Announcements. Mr. Burdick handed out an information packet on the FAA policies for non-aeronautical use of hangars on an airport. Supervisor Bussie asked if we have a problem with that at the Southern Wisconsin Regional Airport. Discussion regarding what constitutes non-aeronautical use and the reasons for these policies took place. Supervisor Bussie asked how we know if we have hangars being used for non-aeronautical uses and Mr. Burdick responded that twice a year the hangars are inspected for maintenance and that we would know at that time. Supervisor Bussie suggested that we have an information Agenda item after these inspections stating that the hangars were inspected and there either were or were not any violations.

Supervisor Bussie announced that there would be a joint meeting of the Staff and Finance committee on July 18th, 2016 at 8:00 a.m. in the airport's conference room to review the DPW 2017 Budget for Airport, Highway and Parks. She was hoping that Supervisors Driscoll and Richard would be able to attend as this would eliminate the need to review the budget at the Public Works Meeting.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

AIRPORT BUSINESS

Consider Resolution Six Year Statement of Project Intentions for the Department of Transportation Bureau of Aeronautics. Supervisors Driscoll and Richard moved the Resolution. Mr. Burdick explained that every even numbered year the Wisconsin Bureau of Aeronautics requires airports contemplating state or federal aid to provide them with a statement of project intentions based on both a list of projects the State provides us and also projects that we feel we need to be done. Mr. Burdick then explained the various projects on the list and answered questions on these projects from the Committee. One item discussed at length was the replacement of the airport's Aircraft Rescue and Fire Fighting (ARFF) vehicle. Mr. Burdick explained that during the recent FAA Inspection the inspector noted that its condition was poor and recommended replacing it. Supervisor Bussie asked how old it was and Mr. Burdick told her that it is a 1980 and that the truck is corroding from the inside out. Mr. Burdick noted that this is on the list for 2016 due to the FAA's recommendation and that the Bureau of Aeronautics is planning to ask for federal year-end dollars. He is currently working on the specifications and is hoping that it can be bid in August. MOTION CARRIED.

Approve FAA Requirements for Federal Funding. Supervisors Fox and Driscoll moved to Approve FAA Requirements for Federal Funding. Mr. Burdick explained that yearly, the FAA sends updates of the airport sponsor's required assurances in order to obtain federal funding for airport projects. MOTION CARRIED.

Airport Accounts Receivables. Mr. Burdick distributed the report and there was discussion about the Golf Course and the fact that they have been consistently on the 15 to 30 days past due list for quite some time. It was suggested that Mr. Burdick check their Lease to see if there are any penalties for the late payments.

2016 Project Update. Mr. Burdick went over this year's project to update the airfield's medium intensity lighting. At this time the plans are 95% complete and the project is scheduled for an August bid. Whether construction begins or not will depend on the availability of parts as it will be late in the construction season. Next year we will be trying to update the high intensity lighting.

Supervisor Bussie asked if there was any news on a potential restaurant operator. Mr. Burdick replied not at this time, but he and James Otterstein have put together a pamphlet on the space and are reaching out to restaurant owners in the area and have put out by word of mouth the availability of the space rather than issuing a formal RFP. Supervisor Bussie asked what the hold-up was and both Supervisor Fox and Mr. Burdick responded that it is cost.

Next Meeting Date. The next airport meeting will be Tuesday, July 26, 2016 at 8:00 a.m. and Supervisor Bussie also mentioned the Joint Meeting for Budget review on July 18th at 8:00 a.m. Supervisor Richard mentioned that he would not be able to attend the meeting on the 26th but that he was available for the meeting on the 18th.

Minutes of the Rock County Public Works Committee
June 28, 2016

Adjournment. Supervisors Fox and Richard moved to adjourn at 8:33 a.m. MOTION CARRIED

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist