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# ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

*Airport - Highways - Parks*

3715 Newville Road, Janesville, WI 53545

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## A G E N D A

Public Works Committee Meeting – Airport, Parks, and Highway

Tuesday, July 25, 2017 at 8:00 a.m.

Southern Wisconsin Regional Airport – Voyager Room

1716 W. Airport Rd.

Janesville, WI 53546

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of June 27, 2017
4. Citizen Participation, Communications, and Announcements
5. **AIRPORT BUSINESS**
  - a. Discussion and Possible Action – Request for variances from Airport Minimum Standards from Countyside Aviation LLC
  - b. Project Updates
    - 1) Runway and Taxiway Relighting Projects
    - 2) ARFF Truck
  - c. Airport Accounts Receivables
6. **HIGHWAY BUSINESS**
  - a. Semi-Annual Report on Attendance at Conferences/Conventions
7. Next Meeting Date: August 22, 2017 at 8:00 a.m.
8. Adjournment

1716 W. Airport Rd., Suite 100, Janesville, WI 53546

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E-Mail: [info@jvlairport.com](mailto:info@jvlairport.com) Web: [www.jvlairport.com](http://www.jvlairport.com)

Countryside Aviation LLC  
Dean Heimermann  
W3124 Hickory Hills Rd.  
Chilton, WI 53014

Betty Jo Bussie  
Chair  
Rock County Pubic Works Committee

July 5, 2017

Dear Mrs. Bussie,

My name is Dean Heimermann and I own and operate Countryside Aviation, an aerial application business. I have strong ties to the Janesville Airport as I went to Blackhawk Technical College for my A&P, received my private, instrument, multi and ATP flight training from Roessel Aviation 141 flight school, worked at Blackhawk Airways, and have flown agricultural aviation in the area for over 20 years. I am looking to purchase a hangar at the airport and I am writing to request variances on a few items in the Janesville Airport Minimum Standards.

I would like to request a variance in order to be a self-fueling operator. In agricultural aviation the fuel demands are unlike that of general aviation. These demands make it impractical if not impossible to use an FBO for fueling needs. There are three obstacles: operating hours, availability, and equipment. Agriculture demands long and varied hours; we operate hours that start at daylight and range to sun down when the FBO is not open. Agricultural Aviation is based on a time sensitive turn-around to keep the airplanes out over the fields and minimize time on the ground. We return to the airport approximately every 30 to 45 minutes to reload and refuel, our ground time should be under 8 minutes to run an efficient operation. The FBO simply cannot keep up or respond to such a demanding fuel schedule. Lastly our aircraft use single point fueling, and we do not fuel over the wing as the FBO would dispense fuel.

We do meet the self-fueling requirements and comply with NFPA 407 standards for Jet A aircraft. We use a DOT approved fueling trailer and hold an STC for single point dry break fuel systems on the aircraft and all members of our company have had in house training on fueling systems and are well experienced with the system. The fueling is done behind wing, ensures no spilling and has automatic shut-off. I have attached photographic descriptions of our single point fueling system for reference.

I would also like to request variances from having a bathroom, waiting area, and public phones. We will not be operating like an FBO, we will not have on-site customer relations. Our hangar will be used for aircraft storage. All of our services are ordered by customers through an online mapping subscription, and since we provide our services at THEIR location (their farm fields) there would not be a reason for them to come to our hangar to receive said services.

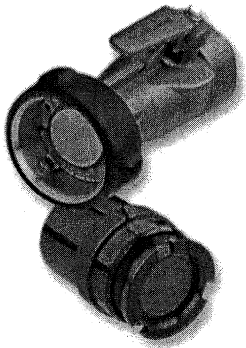
The final items I would like to request variances from are Insurance Requirements for an aerial applicator. The coverages they are requiring are for a Fixed Based Operator who would be providing aircraft maintenance services and/or selling fuel. The minimum standards are requiring "Hangar Keepers Liability" which we would not need to carry because we are not in the business of hanging other people's aircraft for compensation. The standards are also requiring "Products and completed operations liability" which we would not need to carry because we are not in the business of providing aircraft maintenance or fuel to other people's aircraft for compensation.

Thank you for reviewing these requests. Please see below for picture examples.

Sincerely,

Dean Heimermann  
Countryside Aviation LLC

## DRY-BREAK COUPLERS & ADAPTERS - EMCO WHEATON



Emco Wheaton DRY-BREAK couplers and DRY-BREAK adapters are designed for total safety.

Fluid cannot flow until the Emco Wheaton coupler has been locked into position on an Emco Wheaton

With auto fuel shutoff



**Rock County Department of Public Works  
Airport Division – Issue Paper**

**Issue** – Countryside Aviation is looking at purchasing a hangar on the airport to run an Agricultural Aircraft Spraying Operation and is requesting the following variances from the Minimum Standards.

1. Self-fueling Operators – Countryside wants to re-fuel their own aircraft using a portable tank
2. Specialized Aviation Service Operations (SASO)
  - a. Countryside does not want to provide a bathroom, waiting area, and public phone
  - b. Countryside does not want to provide the required minimum insurance for aerial applicator.

**Discussion** –

The Minimum Standards state, in section 2.4 Variance of Exemption;

- 2.4.1 The Public Works Committee may approve variances to these Minimum Standards when a specific clause, section, or provision does not seem justified in a particular case because of special conditions and unique circumstances.
- 2.4.2 Any variance or exception approved by the Public Works Committee shall apply only to the special conditions or unique circumstances of the particular case under which the variance or exemption is granted and shall not serve to amend, modify, or alter these Minimum Standards.
- 2.4.3 When a specific product, service, or facility is not currently being provided at the Airport, the Airport, with approval of the Public Works Committee, may enter into an agreement with a multiple services operator or SASO with terms and conditions that are less than those outlined in these Minimum Standards (e.g., lower Minimum Standards, etc.), only for a limited time period (i.e., pioneering period). The duration of the pioneering period shall be specified in the Agreement and shall only be valid during that specific period of time.

The minimum standards for a Specialized Aviation Service Operation (SASO) providing aerial spraying are as follow;

**SECTION 5 SPECIALIZED AVIATION SERVICE OPERATIONS (SASO)**

**5.1 General Requirements**

5.1.1 Compliance

In addition to the general requirements set forth in Sections 2 and 3, SASOs leasing Airport property directly from the County shall be required to comply with applicable Minimum Standards as set forth in this Section 5. An SASO leasing Airport property as a sub-lessee of a multiple services operator shall be required to comply with all the Minimum Standards as set forth in Section 4 above, in addition to the general requirements set forth in Sections 2 and 3. SASOs shall not be permitted to provide commercial aircraft fueling services.

**5.12 Agricultural Aircraft Spraying Operation**

SASO's engaging in Aerial Spraying services shall:

- a. Lease not less than the number of feet of land for offices, apron, aircraft parking, auto parking, and green space as designated in 5.1.2.
- b. Operate the service from the required number of square feet of office space on the airport as designated in 5.1.2.
- c. Employ at least one employee to meet customer demands. A minimum of one employee will hold an FAA certificate (A&P, Repairman, Commercial Pilot, and/or Instructor) with type rating appropriate to the services provided.
- d. Shall abide by all applicable federal, state and local rules and regulations pertaining to aerial agricultural spraying operations, including but not limited to Federal Aviation Regulations. Will provide copies of the following upon request:
  - 1. Commercial pilots license and FAA medical certificates
  - 2. Aircraft registrations and airworthiness certificates
  - 3. Wisconsin commercial pesticide applicator's license
  - 4. Federal Aviation Regulations Part 137 Certificate
  - 5. Safety Data Sheets (SDS) for each chemical brought onto the airport
- b. Shall comply with all federal, state and local rules and regulations regarding the storage, application and disposal of pesticides and other chemicals, including but not limited to, Chapter ATCP 29 of the Wisconsin Administrative Code. All chemicals must be stored in a locked enclosure, sheltered from the wind and/or rain. The locked enclosure must be neat in appearance and sealed tight to prevent intrusion.
- c. The operator shall construct, establish and maintain a spill containment system that conforms to all applicable rules and regulations.
- d. The Operator shall be responsible for the cleanup of any contamination that is caused by its own actions or omissions (or the actions or omissions of its designated agents) and costs for said cleanup.
- e. Provide contact information (i.e., telephone, pager, etc.) to the County and have services available within a set number of days and hours per those approved in the lease.
- f. Provide a customer lounge, public telephones, and restrooms.
- g. Lessee shall comply with the City of Janesville parking requirements, but provide no less than ten (10) parking spaces.

## **SECTION 7 SELF-FUELING OPERATORS**

### **7.1 Requirements**

A self-fueling operator, as a condition of being permitted to operate at the Airport shall

- a. Lease a minimum of 30,000 square feet of ground space.
- b. Provide a building with a minimum of 3,600 square feet of floor space for aircraft storage, office, and restrooms, all properly heated and lighted.

- c. Lease aircraft parking ramp area adequate for operation to accommodate aircraft movement from the Operator's building to the taxiway or the access to the taxiway that has been provided for the Operator.
- d. Lessee shall comply with the City of Janesville parking requirements but shall provide not less than five (5) parking spaces.
- e. Provide a paved walkway within the leased area to accommodate pedestrian access to the Operator's office.
- f. Provide a paved aircraft apron within the leased area to accommodate aircraft movement from the Operator's land or buildings to the taxiway or to the access to the taxiway that is provided by owner.
- g. Provide at least 12,000 gallons of fuel storage for each type of fuel.
- h. Provide metered, filter-equipped dispenser, fixed or mobile, which meets all Federal, State and local laws, rules and regulations for the dispensing of fuel.
- i. All locations and types of fuel storage must be approved by the Rock County Public Works Committee.
- j. Employ trained personnel approved for the dispensing of aviation fuel in accordance with F.A.A. guidelines.
- k. A fuel flowage fee will be paid by operator on the 15<sup>th</sup> day of each month for each gallon of gasoline, lubricants, and aviation fuel dispensed during the preceding month
- l. The Rock County Public Works Committee establishes the Fuel Flowage Fees and the Committee reserves the right to reasonably adjust the fees from time to time.
- m. Operator will remit to the Airport Director's Office, at time of delivery, a copy of the delivery invoice as provided by the supplier, showing the date of delivery, type of fuel, and the number of gallons.
- n. Failure to submit report of fuel delivered and/or failure to pay Fuel Flowage Fees may subject the operator to termination of fueling privileges or require the operator to pay Fuel Flowage Fees upon delivery from supplier.
- o. Use leased premises and provide commercial services in accordance with any other applicable Federal, State or local law, rule or regulation.

## **7.2 Insurance Policies**

Operator shall procure and maintain, during the term of any lease or agreement the insurance policies hereinafter specified. Said policies must be issued by an insurance company or companies authorized to do business in the State of Wisconsin and licensed by the Insurance Department of the State. Operator shall furnish a Certificate of Insurance indicating compliance with the foregoing, including the naming of County as an "additional insured", and proof of payment of premium to the Airport Director for approval. The insurance policy or policies shall contain a clause that in the event that any policy issued is cancelled or terminated for any reason, or any material changes are made therein, the Airport Director will be notified, in

writing, by the insurer at least fifteen (15) days before any cancellation, termination or change takes effect. If for any reason, the insurance coverage required herein lapses, Rock County Public Works Committee may declare the lease or agreement null and void as of the date no valid insurance policy was in effect. Certificates of policy renewals shall be furnished to the Airport Director throughout the term of lease.

The Following insurance coverages shall be obtained and continue in effect during the term of the lease or agreement in not less than the amounts specified:

- a. Worker's Compensation – Statutory – in compliance with the Worker's Compensation Law of the State of Wisconsin;
- b. General liability insurance with a minimum limit of One Million (\$1,000,000.00) Dollars per occurrence having the following coverages:
  - (1) Premises and Operations, including hangar keepers;
  - (2) Independent Contractor and Subcontractors;
  - (3) Products and completed operations;
  - (4) Contractual; and,
  - (5) Death and personal injury.
- c. Where, aerial spraying chemicals, aviation fuel or other hazardous product is dispensed on leased premises, environmental liability (pollution) insurance coverage, with a minimum limit of One Million (\$1,000,000.00) Dollars, is required, including third party bodily injury and property damage protection and resulting cleanup, as a consequence of fuel spill, overfill, leak accident or other event from underground/aboveground storage tanks or fueling or petroleum dispensing trucks.

**Recommendation** – Matter of Policy

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M E M O R A N D U M

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**DATE:** July 10, 2017  
**TO:** Rock County Public Works Committee  
**FROM:** Duane Jorgenson *DMS*  
Director of Public Works  
**RE:** Semi-Annual Report – Attendance at Conventions/Conferences that Exceed \$1,000 per Employee per Event

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Resolution 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised the Department of Public Works had the following employees who attended a conference that exceeded \$1,000 per event, per employee during the first six months of 2017.

Airport Division: Airport Rescue and Fire Fighting School as mandated by the FAA in Lexington, KY from 5/8-5/12/2017.

<u>Attendee</u>	<u>Training</u>	<u>Travel</u>	<u>Lodging</u>	<u>Meals</u>	<u>Total</u>
Gregg Anderson	\$800.00	\$207.77	\$594.40	\$56.16	\$1658.33
Henry Bunts	\$800.00	\$207.77	\$594.40	\$77.68	\$1679.85

Parks Division: None

Highway Division: None

cc: Josh Smith  
Marilyn Bondehagen