

Public Works Committee Minutes  
Tuesday, January 27, 2015 – 8:00 a.m.  
Southern Wisconsin Regional Airport  
Terminal Building  
1716 West Airport Road – Endeavor Room  
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, and Richard

Committee Members Absent. Supervisor Fox

Staff Members:	Ron Burdick	Airport Director
	Ben Coopman	Public Works Director
	Jeff Kuglitsch	Corporation Counsel
	Deb Lawton	Secretary II
	Nick Osborne	Assistant to the County Administrator
	James Otterstein	Economic Development Manager

Others Present:	Dave Homan	Airport Tenant
	Russell Podzilni	Rock County Board Chair
	Brandon Willard	Airport Tenant

Approval of Agenda. Supervisors Arnold and Richard moved the agenda. MOTION CARRIED.

Citizen Participation, Communications and Announcements. None.

## **AIRPORT BUSINESS**

Consider Request from Airport House Tenants to Extend Lease for One Year. Supervisors Arnold and Driscoll moved to extend the lease for one year. Discussion on how to ensure tenant keeps up-to-date on the rent took place. Supervisor Richard suggested late payment penalty. Ron will work with Corporation Counsel and include a penalty clause in the lease. Supervisors Arnold and Richard moved to bring this back next month. MOTION CARRIED.

Consider Contracts for Credit Card Acceptance at Airport for Rents and Landings. Supervisors Arnold and Driscoll moved the contracts. Discussion on being able to accept credit cards for airport rents and landings took place. Supervisor Richard asked about a web based system. Ron will look into that. MOTION CARRIED.

Airport Accounts Receivables. Ron distributed the report and discussion took place. Supervisors Driscoll and Arnold moved to accept the report. MOTION CARRIED.

Minutes of the Rock County Public Works Committee  
January 27, 2015

Cancel Vouchers & Approve Bills/Encumbrances/Pre-Approved Encumbrance Amendments & Transfers. Supervisors Arnold and Driscoll moved the pre-approved encumbrances of \$15,000 for highway credit cards; \$126.03 to Amazon for office supplies; and \$11,000 to Tricor, Inc., for airport liability insurance. MOTION CARRIED.

**INFORMATION ITEMS.**

Terminal Project Update. Ron reported the City of Janesville Fire Marshall is requiring a fire suppression system in the basement of the terminal building. He discussed the pros and cons of a sprinkler system versus an alarm system. The sprinkler system costs \$25,000 and the alarm system costs \$10,000. We would be unable to store any flammable items (such as paper products) in the basement without adding a sprinkler system. Ron stated there are enough dollars remaining to do the sprinkler system in the basement and the State agrees and has approved it. The State will get cost figures and a change order will be added to the contract. We will then be able to obtain a full occupancy permit from the City of Janesville.

Next Meeting Dates. Several February meeting dates are being changed. Tuesday, February 10–Parks; Tuesday, February 24–Highway; Thursday, February 26–Airport. There will be NO highway meeting on Thursday, February 12.

**EXECUTIVE SESSION: Per Section 19.85(1)(e) for the specified public business of establishing bidding parameters and requirements on the upcoming Request for Proposals for a Restaurant at the Southern Wisconsin Regional Airport.** Supervisors Richard and Driscoll moved to go into Executive Session. A roll call vote was recorded:

Supervisor Richard: Yes  
Supervisor Driscoll: Yes  
Supervisor Arnold: Yes  
Chair Bussie: Yes

MOTION CARRIED UNANIMOUSLY.

Supervisors Richard and Arnold moved to return to open session at 9:14 a.m.  
MOTION CARRIED UNANIMOUSLY.

Adjournment. Supervisors Arnold and Driscoll moved to adjourn at 9:15 a.m.  
MOTION CARRIED.

Respectfully submitted,

Debra A. Lawton  
Secretary II