

Minutes
Public Works Committee
Tuesday, November 24, 2009 – 8:30 a.m.
Airport Administration Building
Southern Wisconsin Regional Airport - Janesville WI

Call to Order. Chair Yankee called the meeting of the Public Works Committee to order at 8:30 a.m.

Committee Members Present. Supervisors Arnold, Bussie, Diestler, Ott and Yankee

Committee Members Absent. None

Staff Members:	Ron Burdick	Airport Director
Others Present:	Phil Owens	County Board Supervisor/Airport Tenant
	Dick Wixom	Interested Citizen
	Bonnie Cooksey	Janesville Jet Center
	Chris Anderson	Airport Tenant
	Jim Freeman	Airport Tenant
	Carl Homan	Airport Tenant
	Dave Homan	Airport Tenant

Approval of Agenda. Supervisors Arnold and Diestler moved the agenda with action item 5a tabled until the next meeting because the document has not gone through the contract review procedure yet. Chair Yankee called for a vote on the Agenda as amended. **MOTION CARRIED.**

Approval of Minutes of October 27, 2009. Supervisors Diestler and Bussie moved the minutes. **MOTION CARRIED.**

Citizen Participation, Communications and Announcements. None

AIRPORT BUSINESS

Discuss T-Hangar Tenant Survey. Mr. Burdick asked the committee for comments regarding the responses. Chair Yankee asked if we have a policy regarding specifications for building t-hangars requiring that they have to be out of steel instead of wood. Mr. Burdick stated that the original policy that came out of planning is that they have to conform with like structures. So if there is a steel building, you have to put a steel building up next to it. Currently all buildings except for the two oldest buildings are steel structures. Chair Yankee wondered if this was because of fire danger and Mr. Burdick responded primarily yes. Chair Yankee wondered if a sprinkler system was required, and Mr. Burdick said not unless there was going to be heavy maintenance done in the building. He asked Mr. Freeman if, as the owner of the biggest building he was required to have a sprinkler in his building and Mr. Freeman said he was not required to have the sprinkler system by his insurance, but by either the state, county, or city code. Mr. Owens said that he was looking into building some hangars and he had inquired of the city what the requirements were going to be since they were no longer controlled by the planning department of the county, and he was told that he had to follow the international building code. Mr. Burdick stated that there is a federal building code and everyone has to follow that.

Mr. Homan stated that if he understands it correctly, right now if a person was looking at building, it would have to be a steel structure, steel uprights and steel outside skin, but if you get into just a pole type building that would have wood poles. Looking at other airports that he flies to, that type of building is the norm for private owners. If you require steel structures, it is going to severely cripple the amount of people that might ever consider putting in their own hangars. He wondered if what Mr. Owens had found out is that wood structures are allowed as long as they follow code. Supervisor Bussie inquired if these other airports were out of state, and Mr. Homan replied that he was referring to other airports in this area in southern Wisconsin. Mr. Burdick stated requirements are dependent on size. As the building sizes goes up, the requirements change. As far as structures go the smaller airports have a mix while the larger airports are primarily steel and concrete structures. Chair Yankee wondered if there was any funding available to build t-hangars. Mr. Burdick stated that there could be federal funding available if there were no other higher priority projects such as runways, taxiways, and aprons petitioned for construction or reconstruction. Your yearly entitlement of \$150,000 could be used for buildings, but if you have pavement projects or security fencing projects, then entitlement money is put to that project first. So it becomes a priority issue, buildings are always a low priority. Supervisor Diestler wondered based on that information, how far out is the possibility of a t-hangar building. Mr. Burdick responded probably farther than 20 years. Supervisor Diestler stated so basically the money's not there. Mr. Burdick stated probably not for us to be used for that. Mr. Anderson asked if you want to see hangars or any growth on this airport, would the money have to come from private individuals by building their own hangars or by corporate such as Erect-A-Tube? Mr. Burdick stated that it could be done with local dollars, it could be done with all taxpayer dollars. Mr. Anderson stated there would probably not be any growth unless it comes from private individuals. He felt that maybe development of hangars should be based strictly on the regulations. The cutoff point may be a commercial building or a size aspect, but there needs to be wood structures allowed by individuals to allow growth, otherwise the airport is stagnant. Supervisor Ott stated that with the economy there are a lot of places that are stagnant. Mr. Anderson agreed but felt you have to look at each individual piece and look at attracting business and revenue one way or another. Mr. Homan stated that he occasionally receives notices from Rockford Airport actively looking for people to come to their airport, they are building hangars so there must be money from some entity. Now if wood structures were something that could be considered then maybe there's some sort of promotional program that could be put out there to entice people to come to this airport. We have nice runways, we have a tower control facility, and it could be quite easily promoted if there is a way that we could work our way forward and allow individuals to build a hangar that is not so expensive, such as a wood structure, obviously guidelines need to be put into place. Chair Yankee wondered if the tenants in the room would be interested in building their own hangars. Mr. Homan stated that he would be and Mr. Anderson stated that he would be as well. He has two hangars in Brodhead and his brother has one in Fort Atkinson. They both live here in town. He also stated that Janesville Jet Center is losing a corporate customer because they built a hangar over in Monroe, so that is a loss of revenue. Mr. Wixom stated that with today's construction a pole building lasts as long as a steel building anyway. One thing we wouldn't want would be for everybody to have a different design and a different color. Mr. Homan stated that that was a good ground rule. Supervisor Diestler asked if they would be interested in getting together and forming an association and possibly building a condo type hangar. Mr. Anderson replied that that has been done successfully at two different airports that he has been at. Mr. Homan stated that he thinks it is a good idea in some aspects, but was concerned about fire. Mr. Anderson stated that existing codes require firewalls. Chair Yankee stated that a building code is needed for the airport. Mr. Burdick stated that it would really be more of a building standard as we already have to comply with all federal, state, and local building codes. Supervisor Bussie said we

need to find out if wooden structures are allowed, if the answer is yes, then ask them what requirements are, if they say no then we still need to get the requirements for a steel structure. Supervisor Arnold said that we would still have to go to the city first, and Supervisor Ott added that we could then add our standards to the city's requirements. Chair Yankee suggested talking to the County Administrator about the possibility of the county building a set of t-hangars and charging rent to recoup the interest on the loan. Mr. Burdick stated that one of the most difficult hurdles for a private enterprise get over in order to build hangars is recovering their money in as short a time as possible whereas the county can draw it out over a longer period of time using bonds and could take 15 or 20 years to recover the money. A new hangar built properly and properly maintained could last a good 75 to 100 years. The two oldest of our current hangars need maintenance that could cost close to the cost of putting up new hangars. Supervisor Bussie asked if it would be possible to sit down with Craig Knutson after the requirements are obtained and discuss this matter. Mr. Burdick stated that it would have to be supported by the Committee as well. There was a general consensus of approval for support. Supervisor Bussie asked if Mr. Knutson had toured the hangars lately, and Mr. Burdick responded no, but that Mr. Knutson was well aware of the conditions of the hangars. Chair Yankee felt that there were not a lot of positive comments on the survey. Supervisor Diestler asked what amenities would be desired in a new hangar based on the survey obviously they wanted water and electricity. Supervisor Ott stated that bathrooms were a big item on the survey. Mr. Anderson stated that in Aurora, Il. they have four or five hangar buildings and one of them is set up as kind of a clubhouse with a meeting room and bathroom at one end. Supervisor Arnold was asking how the condo type hangars would be designed and Mr. Anderson said it could be arranged however the people want but most put a restroom in the end. Mr. Burdick stated that it would be cheaper to put in one restroom at the end. Chair Yankee asked if we would have to hook up to a sewer system, Mr. Burdick replied that we would, but that all utilities are available in that area. Mr. Homan stated that everyone is going to be looking for different wants. He doesn't necessarily need it all in his hangar, he just would like them available on the airport. He stated that he has been in a situation where he had to jump the fence into the golf course and use their facility. He knows there is an outhouse on the airport for his use, but he can't get to it from his hangar without breaking the rules. He can't access the weather computer in the terminal after hours. He is grateful that there is finally after hours fuel. He doesn't want to pay for all the amenities of a condo unit, he doesn't need heat, cold storage is good enough for him. Restrooms on the airport are not just for him, but for everyone who flies in here as well. Supervisor Diestler wondered if just restrooms being accessible and available on the airport was good enough and Mr. Homan replied that it was. Discussion regarding the remodel of the terminal and having accessible restrooms took place. Mr. Burdick stated that he was arranging to have another port-a-potty placed near Mr. Homan's row of t-hangars. Mr. Homan wondered about putting it over by the u-fuel and Mr. Burdick said that he wasn't sure if that would generate some complaints. Mr. Freeman suggested that it would be less conspicuous if it were placed under the patio deck at the terminal. Supervisor Diestler asked what the restaurant hours were at the terminal, Mr. Burdick stated that they are 6:00 a.m. to 3:00 p.m. but later on Fridays. Mr. Keeley has been discussing cutting back on hours and opening later for the winter, he is concerned about snow plowing on Highway 51. Sometimes the terminal is open later if AirFEST is open. Mr. Homan discussed the fact that there is also no access to the weather computer after hours, and that is huge. Supervisor Diestler stated that if it was only our tenants, we could issue swipe cards, but that wouldn't help the group of people that fly in. Mr. Homan said that at a lot of airports, there is a keypad to unlock the door and that the code is the airports radio frequency and most pilots are aware of that. Chair Yankee suggested finding out what it would cost to fix up the current hangars. Mr. Burdick said he did that two years ago and it was cost prohibitive. Mr. Owens stated that if we looked at the cost today versus what it was two years ago, it may be substantially cheaper because costs have gone

down due to the economy. Supervisor Diestler asked if we were going to move forward with getting a bid to see what it would cost build a new terminal. Chair Yankee stated that we have to get the building standards first and see where we are and then work that into some bidding. Supervisor Ott stated that we also need to look at the funding stream as well to see if it's viable. He feels that making this taxpayer funded will be a tough sell. Supervisor Diestler wondered if we could build them, and then sell them back to the tenants that it may be cheaper that way. Chair Yankee feels it would be cheaper to build for or five condos than just one or two. Supervisor Arnold stated that we need to discuss it with Mr. Knutson first. She wondered if we would be able to find out if it's feasible and report back in a month? Supervisor Bussie said it would probably take until January. Mr. Burdick stated he can look into rehabbing the old hangars again, see what we need for building structures, and find out the cost of building a new structure. He stated that it would probably be January before we can get back to this. Chair Yankee thanked the tenants for filling out the survey and sending it back. Supervisor Arnold appreciated the people who put their names down. Mr. Freeman stated that in their current building the whole front office area of their building is going to be empty and that they are thinking about using it as a pilot training area or until such time as a final solution can be come up with, it could be used as a sort of club house with some vending machines, there are bathrooms, and it could be easily set up with a key code for the tenants to use. That whole part of their building is going to be empty. Chair Yankee suggested looking into that. Supervisor Arnold asked if the access would be easy. Mr. Freeman said it would be easy for tenants on the other side of Blackhawk Technical College, and a little harder for the other tenants. Mr. Homan stated that would just be a matter of a gate code for the other tenants. Mr. Freeman said he really wasn't sure what they were going to be doing with that part of the building. Supervisor Arnold said it was kind of him to offer it.

2010 Rates. Mr. Burdick stated that the new Urban Rate of Inflation rate had just come out and it was still showing a negative number on the CPI. Every year the leases are adjusted based on the urban rate of inflation, we use the Bureau of Labor statistics so that we stay consistent. Every month for the past year it has been running at a negative. The most recent information is still at a negative amount so if this holds true for December he will be recommending a 0% increase. Discussion regarding the CPI history took place. Chair Yankee asked if there were any comments. There were none.

Discuss HSI Waste Oil Storage Tank. Mr. Burdick stated that at the last meeting the Committee had asked him to put together some sort of policy or see what was out there that we could expand from. He has not been able to come up with any policies from within the state but he was able to pull out the Com 10 and Com 14 state regulations that deal with waste oil storage and how it is handled. He has been working with Tim Banwell at the health department to try and come up with a policy. He will go over some of the issues. Used oil is considered a class III B combustible liquid with fire, human health, and environmental risks. Tanks that are used for waste oil storage and waste oil burners must have an pre-installation plan and be installed under the oversight of a COM 5 certified installer. Used oil tanks dedicated to supplying a heating device shall be installed per NFPA 31 standards. Com 10 and Com 14 standards require that NFPA manuals are what is followed. Tanks on the airport should not be used as a waste oil collection point for public collection meaning that the do it yourselves can bring oil in and dump it into the tanks. It does say that if the owner of the tank is there, the owner can take oil from anyplace, which Jim does take from other places, but it has to be handled by the owner of the tanks. Then it is not a public collection tank. Chair Yankee asked if "public" means outside the airport? Ron replied that "Public" could be in or outside the airport. Mr. Burdick did put down on the handout he passed out that the tanks need to be double walled with a maximum capacity of 2,000 gallons. This is negotiable depending on what the Committee would like to see for the largest tank and

what the user wants. Jim had indicated 1,500 or 2,000 gallons. He did find out that the specific gravity of the plastic tank needs to be 1.5 or better in order to handle the weight of the oil, specific gravity basis what that tank will actually hold. They need to be placed on concrete, not asphalt as a full 2,000 gallon tank can weigh up to 15,000 lbs. Supervisor Ott asked if they had to be bermed. Mr. Burdick replied if it's double walled no, but if it is single walled then yes. Mr. Freeman stated that it needs collision protection and Mr. Burdick stated that yes, it does need concrete posts for collision protection. Mr. Burdick stated that these were just some points that he felt needed to be a part of our policy. Mr. Burdick also said that piping needs to be double walled with some sort of flexible tubing to get from the tank to the building because the ground will heave and move. Regarding liability coverage, we require all our tank owners to carry environmental liability coverage for their tanks. That part came right out of our current policy so he will send that up to the Corporation Counsel so they can get with our risk managers to see if it is adequate or too much or if it needs to be reduced or increased. Mr. Burdick asked if there were any comments from the Committee. Chair Yankee asked if Mr. Freeman had a deadline and he responded no, he was just trying to get things cleaned up. Supervisor Ott asked if the oil was burned or sold, and Mr. Freeman responded that they burn the oil and sell the sludge to Rock Road in the spring and they recycle it into the asphalt. Sup Ott wondered if there was a chance that the tank could overflow and people would leave five gallon buckets. Freeman replied no sometimes people will leave a milk jug by the back door and they just dump it in their current tank when they come in to work. Mr. Freeman stated that they currently have a 550 gallon tank inside which is allowed by code and that the new tank is basically going to feed the indoor tank and eliminate their storage problems. Storage in the winter is less of an issue than in the summer because in the winter, they are burning the oil. Mr. Burdick stated that anything dealing with spill protection is addressed in the NFPA manuals, COM 10 and COM 14, the pre-installation plan and the oversight by a certified tank installer will take care of spill protection. Mr. Freeman stated that he did use a local company, Woodward Petroleum Service, and wondered if he should contact them to see what parts of this his quote meets. Mr. Burdick said yes he thought that was a good idea and was interested to see what they have to say. Mr. Freeman asked if Woodward could give Mr. Burdick a call and he responded that he would be happy to talk to them. As the airport we need to make sure we cover our side because whatever goes down into the ground and soaks into water, inevitably we are responsible for.

Report on Current Projects. The only current project that remains is the apron in front of Seneca Foods. The last piece of asphalt and concrete is all in. All that remains is for the sealing to be done, which should have been done yesterday. Once the ramp is swept, it should be open for use. Mr. Burdick stated that this was a good project to get done this year rather than waiting for next year and take a chance that it wouldn't be done in time for the airshow.

Airport Accounts Receivables. Discussion on the report Ron Burdick distributed took place.

Next Meeting Date. Wednesday, December 9, 2009, at 8:30 a.m.

Adjournment. Supervisors Arnold and Diestler moved to adjourn at 9:52 a.m. MOTION CARRIED.

Respectfully submitted,

Cynthia Hevel
Account Clerk II