

Rock County, Wisconsin



Airport Board Meeting - Minutes
Monday, February 17, 2020 at 8:00 a.m.
Southern Wisconsin Regional Airport Terminal Conference Room
1716 W. Airport Rd.
Janesville, WI 53546

Call to Order. Chair Fox called the meeting of the Airport Board to order at 8:00 a.m.

Airport Board Members Present. Supervisors Fox, Mawhinney and Richard, Mr. Eric Baker, Mr. Larry Barton, Mr. Dick Cope, Mr. Greg Johnson, Mr. Joe Quint, and Mrs. Katie Reese.

Members Absent. None.

Staff Members: Greg Cullen Airport Director
 Cynthia Hevel Airport Secretary II

Others Present: David Haas Burlington Development
 Russ Podzilni Chair, Rock County Board of Supervisors
 William Gempeler Interested Citizen
 Bonnie Cooksey Janesville Jet Center
 Everett Reese Elevation Air
 James Dillavou SC Aviation
 Jim Freeman HSI

Adoption of Agenda. Supervisor Richard and Mr. Cope moved the Agenda. MOTION CARRIED.

Approval of Minutes of January 20, 2020. Supervisor Mawhinney and Mr. Johnson moved the minutes as written. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. None.

Consent Calendar

Transfers. None

Review of Payments. The review for January was completed.

Updates, Discussion and Possible Action

Report on Attendance at Training that Exceeds \$1,000. Mr. Cullen stated that maintenance employee Kevin Smith attended a training in Milwaukee that cost \$1,400 last fall. The training was the only expense as Mr. Smith drove a county vehicle and did not claim meals.

Approve Lease with Kunes Aviation LLC. Supervisors Richard and Mawhinney moved the Lease. Mr. Cullen explained that King Capital sold one of their buildings to Kunes Aviation and Kunes Aviation is entering into a Lease agreement with the airport for the land. This is our standard lease. MOTION CARRIED.

Approve Lease with Burlington Development. Mr. Quint and Supervisor Fox moved the Lease. Mr. Cullen explained that because Mr. Kunes purchased the building referenced in the previous item, it has caused Jetson Aviation to restructure its business organization and remove the building located at 4618 S. Columbia Dr. from its current Lease. The building will now be owned by Burlington Development, Inc. This new Lease reflects these organizational changes of the business and puts the Lease into Burlington Development, Inc.'s name. MOTION CARRIED.

Approve Second Addendum to Lease with Jetson Aviation. Supervisor Mawhinney and Mr. Barton moved the Addendum. Mr. Cullen explained that this is the second part to the previous item. This addendum removes the building located at 4618 S. Columbia Dr. from Jetson Aviation's Lease. MOTION CARRIED.

Approve First Addendum to Corporate Lease with Regal-Beloit Flight Service, Inc. Supervisor Richard and Mr. Quint moved the Addendum. Mr. Johnson stated that he will be abstaining on this matter. Mr. Cullen explained that Regal-Beloit tore down their old building and built a new larger building within their leased area. The addendum is to adjust the payment amount based on the square footage of the new building. MOTION CARRIED on the following vote. Ayes - Supervisors Fox, Mawhinney and Richard, Mr. Baker, Mr. Barton, Mr. Cope, Mr. Quint, and Mrs. Reese. Noes – 0. Abstain – Mr. Johnson.

Approve Agreement for Warbird Appearance in Janesville, WI (KJVL). Supervisor Richard and Mr. Cope moved the Agreement. Mr. Cullen explained that this agreement was on the Agenda last month and approved, but when he provided the signed copy to the organizer, he was informed that the agreement he signed was not the current document. The only changes to the document from what the Board approved last month was the document date and an appearance by one of the aircraft. All other provisions remained the same. MOTION CARRIED.

Approve Request to Purchase Airport Signs. Supervisors Fox and Mawhinney moved the Purchase. Mr. Cullen stated that in last years' budget, he had requested and been given money to replace the directional signs on the airport. The project has been bid on and Mr. Cullen would like to award the project to La Crosse signs who bid the project under budget. MOTION CARRIED.

Approve Request to Purchase Maintenance Facility Garage Door. Supervisor Richard and Mr. Johnson moved the Purchase. Mr. Cullen said that like the airport signs, he requested a replacement garage door for the maintenance facility as the current door is having some issues due to age. This budget request was approved and the project went out to bid. Country Door of Janesville provided the lowest bid and can complete the job within 30 days. This project came in slightly over budget, but with the sign project coming in under budget, there will be enough funds to complete the project. Mr. Cullen recommends awarding the project to Country Doors. MOTION CARRIED.

Lease Language. Mr. Cullen stated that at last month's meeting, the subject of rate increases being capped at 4% came up, and at the Board's request, he did a little research into what other airports do. What he found is that everybody does things differently but most airports tie increases to the CPI. While most do not have caps, a few do; Waukesha airport has a 10% cap. Mr. Cullen also discussed SWRA's CPI and rate increase history. Since 1992 the CPI has only reached or exceeded 4% one time. Supervisor Fox asked Mr. Cullen what he thinks the airport should do and Mr. Cullen recommended that we follow the CPI. Mr. Barton stated that the reason he brought this matter up is that he wants to be sure we are being smart about increases and he doesn't think it's a good idea to have a cap on our increases. He also thinks that we have to be aware of what the aviation industry is doing when we consider increases. The economy could be booming while the aviation industry is in a slump. Supervisor Richard feels that by removing the cap, it may make it difficult for businesses to plan ahead. Discussion on the airport's costs going up more than 4% took place. Mr. Barton would like this on a future Agenda for action.

Airport Rules and Regulations. Mr. Barton and Mr. Johnson moved the recommendations for changes to the Airport's Rules and Regulations. Mr. Cullen recapped the process of the Airport Governance Committee's review of the Airport's Rules and Regulations and stated that the Board members have a list of the recommended changes in front of them (copy attached) but he will go through page by page to discuss each change. Mr. Cullen stated that the entire document was reviewed for formatting and typographical errors and several changes were made that are not detailed. Mr. Cullen then went through each change listed in the recommendations. Several topics of discussion took place.

Mr. Barton stated that he would like a change to Section 3.10 Derelict Aircraft. In addition to the change recommended by the Committee he would like the words "or parts" added after aircraft each time it is referenced and would like the words "including attorney's fees" added at the end of the last sentence in the section.

Mr. Cullen mentioned that members of the City of Janesville Fire Department were here during the discussion on Section 5 and the changes to that section were made per their recommendation. Also recommended by the City was for the airport to provide fire extinguishers at the end of the T-hangar buildings. The airport is in the process of making that happen.

Chair Fox called for a vote to approve the recommended changes to the Rules and Regulations as amended by this meeting. MOTION CARRIED.

Airport Director's Updates. Mr. Cullen told the Board that all discrepancies noted in our November 2019 inspection have been corrected and the FAA has provided a closeout letter to that effect. Mr. Cullen thanked Bonnie Cooksey and the Janesville Jet center for their fast response.

Mr. Cullen has been working for some time for the Airport to get its own Terminal Area Forecast (TAF). He has been notified that this will now happen. This can help pilots obtain pinpointed weather information to better plan and potentially save them money.

Mr. Cullen notified the Board that we received our quarterly water bill from the City of Janesville and the storm water portion of our bill has gone up substantially. The per unit cost is up 32% and our 2020 year end estimate is \$119,471.52. This is up from \$75,182.80 in 2019 and \$32,755 in 2016.

Mr. Cope stated that it seems as though the City just arbitrarily decides what to charge, and wondered who gives them the authority.

Chair Fox stated that he would like to see this on the Agenda and have County Administrator Josh Smith and Rock County Corporation Counsel Rich Greenlee here for the discussion.

Discussion on whether the county pays runoff for roads took place. Runways and taxiways are roads; they are infrastructure.

Committee Requests and Motions. None

Next Meeting Date. The next meeting of the Airport Board will be Monday, March 16, 2020, at 8:00 a.m.

Adjournment. Mr. Barton and Mr. Cope moved to adjourn at 8:50 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Secretary II