



Airport Board Meeting - Minutes  
Monday, October 19, 2020 at 8:00 a.m.

**TELECONFERENCE**

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

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

Members Absent. Mr. Larry Barton.

Staff Members: Greg Cullen            Airport Director  
                         Cynthia Hevel        Airport Secretary II  
                         Terri Carlson         Rock County Risk Manager

Others Present:        William Gempler  
                                 Rick Leyes  
                                 Julianne Burns  
                                 Everett Reese  
                                 Randy Hughes  
                                 Jim Freeman

Adoption of Agenda. Supervisors Richard and Homan moved the Agenda. MOTION CARRIED.

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

Citizen Participation, Communications, Announcements, and Information. Mr. Cullen informed the Board that Mr. Quint was on the cover of Director of Maintenance magazine. Mr. Cullen expressed his appreciation for the dedication and work it took to obtain this achievement and the Board offered congratulations to Mr. Quint.

**Consent Calendar**

Transfers. None

Review of Payments. The reviews for July, August, and September 2020 were completed.

### **Updates, Discussion and Possible Action**

Fourth Addendum to Agricultural Lease. Mr. Cullen explained that the current agriculture lease expires on November 30, 2020, and our current tenant has expressed his desire to extend his lease for an additional three years. Mr. Cullen stated that our tenant, Hughes Farms and the Hughes family have been very good tenants for a long time. He recommends approving the Addendum. Supervisors Homan and Fox moved to approve the Fourth Addendum to Agricultural Lease. MOTION CARRIED.

Storage Rates for Derelict Aircraft. Mr. Cullen told the Board that after the last meeting he spoke to the County's Corporation Counsel and explained our situation on the airport regarding derelict aircraft. In response, Assistant Corporation Counsel Bridget Laurent wrote a letter to the Board requesting that they set rates for derelict aircraft in accordance with airport Rules and Regulations.

Mr. Cullen stated that the derelict aircraft situation has improved since the last meeting. One of the aircraft has been removed from the airport, another has been moved inside a private hangar and is being worked on in the hopes that the owner will be able to fly it out of here. The third aircraft has been moved from its location of the last 20-plus years on the east side of the airport. It is still on the airport, but in a better location for snow removal. Mr. Cullen feels an appropriate rate would be in the \$100 to \$200 a month rate. He feels we charge a minimum of \$228 a month for a t-hangar, and if the plane would fit into a hangar, it should be in one. Discussion on various rates took place.

Mr. Homan asked if the current aircraft on the field are going to be charged these rates. He didn't feel the plane in the private hangar should be charged as it is not sitting on the ramp anymore. Mr. Cullen responded that this will only affect the owner of the Aztec at this point and any future aircraft that become derelict.

Supervisor Richard made a motion to set the rate for derelict aircraft at \$350 per month. Mrs. Reese seconded the motion. Mr. Johnson said that he felt that \$350 was high for ramp storage and Supervisor Richard stated that it has to be high in order to be a deterrent to creating derelict aircraft in the future. Mr. Johnson said that he could agree with that. MOTION CARRIED.

Erect – A – Tube Right of First Refusal. Mr. Cullen reminded the board that at the last meeting in July, we discussed a request from Erect – A- Tube to be released from their lease and be given the right of first refusal should someone else wish to lease that parcel. Mr. Cullen has consulted with the Rock County Corporation Counsel and has drafted the letter that the Board received as part of the Agenda. The letter gives Erect – A – Tube to the right to re-Lease the land should someone else wish to enter into a new lease for the same parcel. Erect – A – Tube would have 30 days to enter into a new lease or give up their right of first refusal. Mr. Cullen stated that he felt this was fair given Erect – A- Tubes long history with the airport and their substantial investment of over \$40,000 over the last 10 years. Supervisor Homan and Mr. Johnson moved to approve the right of first refusal. MOTION CARRIED.

Airport Director's Updates. Mr. Cullen gave a verbal recap of his handout. (Copy Attached)

Airport 2021 Budget. Mr. Cullen told the Board that in July we received two reimbursement checks for various items one for \$167,000 and one for \$6,500. In addition the airport has requested a reimbursement from the CARES act in the amount of \$157,000.

Mr. Cullen gave a brief Power Point presentation of the Airport's 2021 budget request. Mr. Cullen touched on the possible retirement of the airport secretary and training a replacement and the City of Janesville's storm water fees which are a large portion of the budget. Mr. Cullen stated that the Resolution requesting exemption of some areas on the airport is moving through the process but he budgeted a 10% increase in these fees.

Mr. Cullen discussed revenue. He has not requested an increase in hangar, land lease rates or fuel flow for the Budget process. These increases are an option to increase revenue, but we are competitive in the market and he doesn't anticipate asking for an increase at this time.

Mr. Cullen then discussed capital improvement projects. The airport really needs a broom truck and the State has money available for this type of equipment, but even if it was ordered today, manufacturing is still one year out. There was no additional money requested for the Runway 04/22 project, but there will be a big chunk requested next year. The airport was asked to hold off on the Runway 18/36 rehabilitation as the \$150,000 sales tax money earmarked for that project was needed elsewhere due to COVID. We have re-requested that money for 2021 and it will be coming out of the airport's general fund. Mr. Cullen asked if there were any questions related to the 2021 Budget and there were none.

Supervisor Fox informed the Board that Airport Board Member Larry Barton has submitted his letter of resignation from the Airport Board effective Tuesday, October 20<sup>th</sup>. County Administrator Josh Smith has been informed and Mr. Cullen has submitted some names to Mr. Smith from people who have expressed an interest in serving on the Airport Board in the past.

Committee Requests and Motions. None

Next Meeting Date. The next meeting of the Airport Board will be Monday, November 16<sup>th</sup>, 2020 at 8:00 a.m.

Adjournment. Supervisors Richard and Mr. Cope moved to adjourn at 8:55 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Secretary II