

Rock County, Wisconsin



Airport Board Meeting - Minutes
Monday, March 28, 2022, 8:00 a.m.
Southern Wisconsin Regional Airport/Teleconference
1716 W. Airport Road
Janesville, WI 53546

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

Airport Board Members Present. Mr. Eric Baker, Supervisor Brent Fox, Mr. Greg Johnson, Mr. Frank McKearn, Mr. Joseph Quint, Mrs. Katie Reese, Mr. Rick Richard

Airport Board Members Absent. Supervisor Dave Homan and Mrs. Christine Rebout

Staff Members Present. Greg Cullen, Airport Director
Larissa DeLair, Secretary II

Adoption of Agenda. Mr. McKearn and Mrs. Reese moved the Agenda. MOTION CARRIED.

Approval of Minutes of February 21, 2022, and March 2, 2022. Mr. McKearn and Mr. Baker moved the minutes. MOTION CARRIED.

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

Approval of Transfers. None.

Review of payments. The review for December 2021 and February 2022 was completed.

Updates, Discussion and Possible Action.

Approve Maintenance Building Renovation Contract. Mr. Cullen requested the board approve the maintenance building renovation contract and award Paulson Kimball Construction for contract. Of thirty-six vendors solicited, there were three bids. Paulson Kimball Construction was the lowest bidder at \$198,505. Work would include re-roofing the older section of the maintenance building with new sheeting and insulation, replace heating system and three overhead doors removed and replaced. No budget amendment is needed. Mrs. Reese and Supervisor Richards move to approve the maintenance building renovation contract. MOTION CARRIED

Discuss/make recommendation for Airport rental house. Mr. Cullen informed the current tenants have provided notice and will be moving out around end of April 2022. They have asked if their adult son could continue renting after they have moved out. Maintenance of the home has been relatively low the past few years. The tenant pays their own utilities, and we plow snow when necessary.

An exterior inspection was noted on March 23, 2022, and observations were noted. The porches around the house need repair, new rain gutters are needed, and interior painting, mainly the ceiling and wood filler panels. There is a crack in the east foundation and the roofing needs some work as it is approximately 10

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years old and is missing some shingles. There are some storage sheds, an old barn and a metal shed in fair condition that is used for airport items. Supervisor Fox asked if the property can possibly allow for some airport development. Mr. McKearn asked if that area is part of the airport's master plan. Mr. Cullen stated that area is part of the master plan, and the house is currently depicted. Supervisor Fox recommended to renovate and potentially minimize to one year lease. Mr. McKearn suggested a month-to-month lease after one year. Repairs can be complete with or without someone living there. Mr. Cullen will find out if there is tax on the land and/or the house.

Mr. Cullen provided three options on whether to continue renting or removing the home:

Option 1. Complete necessary safety repairs and rent at the current rate \$794.13 per month, \$9,529.56, with routine repairs as budget allows and as needed.

Option 2. Complete necessary safety repairs. Increase rent to \$950 per month, \$11,400 annually which is in-line with current market and advertise and rent to qualified renter(s).

Option 3. No longer rent the house and demolish in the near future. This could prevent current and future upkeep expenses and allow for removal of four electronic gates and fencing and replace with one gate within Airport maintained property.

Mr. Cullen wasn't in favor of Option 1. Option 2 provides revenue if there are timely payments, and the house is maintained. Option 3 has potential long-term benefits. Mr. McKearn and Mr. Johnson moved to keep the Airport rental house and increase rent for one year. MOTION CARRIED

Committee Requests and Motions. None

Next Meeting Date and Time – April 18, 2022, at 8:00 a.m.

Adjournment – Supervisor Richard and Mr. McKearn moved to adjourn at 8:21 a.m. MOTION CARRIED

Respectfully Submitted,

Larissa DeLair

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