

Rock County, Wisconsin



Airport Board Meeting – Minutes
Monday, April 18, 2022, at 8:00 a.m.
Southern Wisconsin Regional Airport Terminal Conference Room
1716 W. Airport Rd.
Janesville, WI 53546

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

Airport Board Members Present. Mr. Eric Baker, Supervisor Dave Homan, Mr. Frank McKearn, Mr. Joe Quint, Mrs. Christine Rebout, Mrs. Katie Reese, and Supervisor Rick Richard.

Airport Board Members Absent. Supervisor Brent Fox and Mr. Greg Johnson.

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

Other Members Present. Rick Leyes T-Hangar Tenant
David Haas Meisner Aircraft
Rick Rivera Revv Aviation

Adoption of Agenda. Mrs. Reese and Supervisor Homan moved the Agenda. MOTION CARRIED.

Approval of Minutes of Monday, March 28, 2022. Supervisor Homan and Mr. McKearn moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. Mr. Cullen thanked Supervisor Homan for serving the last couple of years on the Airport Board. This will be Supervisor Homan's last Airport Board meeting.

Transfers. None

Review of payments. The review for March 2022 was completed.

Updates, Discussion and Possible Action

Public Hearing on Airport Improvements. Supervisor Richard opened the Public Hearing at 8:04 a.m. Mr. Cullen explained that to Petition State and Federal agencies for airport improvement funding at both state and federal level, it is required we create a petition for each item we that we may ask for in the future. The Public Hearing Notice was placed in the Janesville Gazette and the Beloit Daily News. Mr. Cullen provided the items listed in the petition. These items include:

- Replace Automated Weather Observation Station (AWOS) and any necessary related work
- Perform asphalt crack seal on taxiways Alpha, Alpha1, Alpha 2, and Alpha 3

Mr. Cullen asked if there were any questions or comments. There were no questions or comments. Supervisor Richard closed the Public Hearing at 8:08 a.m.

Revv Aviation Lease Addendum Request. Mr. Cullen is seeking Airport Board approval to work with the FBO, Carver Aero, now called Revv Aviation and amend the lease to collect landing fees. Mr. Cullen discussed the difficulty in collecting landings fees and who to bill. The FBO sees the majority of the flights and they would be able to collect landing fees upfront. It was considered to not charge landing fees, but the fees bring in approximately \$11,000 to \$12,000 in revenue. Mr. Cullen stated the FBO can charge up to 5% more for landing fees.

Mrs. Reese had a question about the 5% fee. Mr. Cullen informed this is an administration fee. The average landing fee is approximately \$32.00 and 5% would be added. The Airport has used a collection agency in the past for overdue landing fees. Mr. McKearn questioned if there would be any impact on Revv Aviation. Mr. Cullen stated there would be no huge impact for Revv Aviation. The collection of landing fees by the FBO will begin May 1, 2022. Mr. McKearn and Supervisor Homan moved to approve the Revv Aviation Lease Addendum. MOTION CARRIED.

Airport Director Updates. Mr. Cullen informed the Board construction on Runway 4-22 begins today. There will be approximately four inches of runway taken out and new asphalt reapplied. The construction should be completed approximately in June.

On Monday, May 2, 2022, there will be a Town Hall style meeting. This will be an informal meeting to pass along and update those who are unable to attend the Monday Airport Board Meetings.

Last Fall, the FAA wanted Part 139 airports to incorporate unauthorized Unmanned Aerial Vehicle activity inside and outside the fence. As a result, we are incorporating that guidance into our Airport Emergency Plan.

Resolution: Approve Public Works Department to Complete Ramp Asphalt Crack Sealing Project. Supervisor Homan and Mr. McKearn moved the Resolution. Mr. Cullen informed that Public Works is able to do the Ramp Asphalt Crack Sealing Project and needs approval from the Airport Board. The cost is \$22,800 and is budgeted for 2022. Mr. Leyes stated there are cracks by the old T-Hangars and are in need of repair. Mr. Cullen will ask if major cracks can be repaired if there is any money left in the budget. MOTION CARRIED.

Resolution: Approve Daniels 3 in 1 Plow Bid. Supervisor Homan and Mrs. Reese moved the Resolution. Mr. Cullen explained this Resolution is the plow blade for the Telehandler which would allow to plow around smaller and tighter areas. A bidding process has been completed. Swiderski Equipment was the lowest most responsible bid at \$37,590.00. There is money in the budget. MOTION CARRIED

Resolution: Petitioning the Secretary of Transportation for Airport Improvement Aid. Supervisor Homan and Mrs. Reese moved the Resolution. Mr. Cullen explained this Resolution will go in front of the County Board. If approved, the Resolution will go to the State as the budgeting process moves forward. MOTION CARRIED

Committee Requests and Motions. None.

Next Meeting Date. May 16, 2022, at 8:00 a.m.

Adjournment. Supervisor Homan and Mrs. Reese moved to adjourn at 8:28 a.m. MOTION CARRIED

Respectfully Submitted,
Larissa DeLair