

Rock County, Wisconsin



Airport Board Meeting – Minutes
Monday, October 17, 2022, 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. Supervisor Brent Fox, Mr. Frank McKearn, Mr. Joe Quint, Mrs. Christine Rebout, Mrs. Katie Reese, and Supervisor Connie Winter.

Airport Board Members Absent. Mr. Eric Baker, Mr. Greg Johnson, and Supervisor Rick Richard

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

Other Members Present.

Rick Leyes	T-Hangar Tenant
David Haas	Meisner Aircraft
Mike Fraser	Meisner Aircraft
Rick Rivera	Revv Aviation

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

Approval of Minutes of Monday, July 18, 2022. Supervisor Winter and Mrs. Reese moved the minutes. MOTION CARRIED

Citizen Participation, Communications, Announcements, and Information. None

Transfers. None

Review of payments. The review for July, August, and September 2022 was completed.

Updates, Discussion and Possible Action

First Amendment to Bessie's Diner, LLC Lease Agreement. Mr. Cullen is seeking Airport Board approval to amend the lease with Geronimo Hospitality, dba, Bessie's Diner, LLC. Mr. Cullen stated the existing lease will be end March 1, 2023. Mr. Cullen informed he has spoken with the CFO and Restaurant Manager, and Bessie's Diner would like to continue their lease. They have agreed to pay rent at \$2,500 per month in addition to 80% of the restroom supply reimbursements. The Airport would still be responsible for building issues such as the HVAC system and exterior work. Mr. Cullen stated he did some research and based on other like businesses and Bessie's financial history; the agreement seemed fair for both parties. Based on board approval, the changes would become effective November 1, 2022, and continue

for 5 years. Bessie's Diner, LLC would still provide financials. Mr. Leyes had a question regarding if Bessie's would be subject to cost-of-living potential increases like other lease agreements. Mr. Cullen stated Bessie's Diner lease would be like Glen Erin and our agricultural lease and not be subject to that increase. Mr. Quint and Supervisor Winter moved to approve Bessie's Diner, LLC Lease Amendment. Supervisor Fox abstained due to conflict. MOTION CARRIED

2023 Airport Budget Discussion. Mr. Cullen stated he is pleased with the County Administrator's recommendations to the County Board. The Airport's impact to the tax levy is proposed to be \$485,000. This is reduced from \$570,000 last year and \$640,000 in 2021. The Airport will receive financial help from Federal and State dollars for the highest cost items such as, the development of the east area for future hangars, broom/truck replacement, replacing precision path indicator lights, and conducting wildlife hazard assessment. Locally funded projects include the maintenance fuel tank replacement, replacing carpeting in the terminal building hallway, and replacing the conference room television. One item of note is that the County is waiting for the contractor, McGrath, to submit findings and make recommendations for all pay structures. That information should be public within a few weeks.

Language Line Contract. Mr. Quint and Mr. Fox moved the Language Line Contract. Mr. Cullen explained the contract is for when a caller is requesting to speak to an interpreter of various languages. Other departments in the County also use this service and it has been effective.

Airport Director Updates. Mr. Cullen gave information on the following topics as outlined in the attached document:

- The control tower is short staffed and currently operating under three controllers. Normally, the control tower is staffed with five controllers. Midwest ATC is the contractor charged with filling the shortfall.
- The final walk-through on the 4-22 rehab project was completed. There is one issue with some ponding at the intersection with Runway 18-36 on northeast corner of runway edges. The concern is water build-up and ice forming with colder temperatures. We are working with Rock Road and Mead & Hunt engineers for a solution.
- Mr. Cullen discussed the development of the east side area. There has been some interest in the past to build. ABC Supply Co. has expressed interest and is working on a plan to build a new hangar in the new development area. Mr. Cullen feels once one hangar goes in, there may be other interests. Mr. Cullen is working with Meade & Hunt to develop a plan. When complete, Mr. Cullen will establish a new land lease and bring back to the Airport Board at a future meeting seeking approval. Mr. Cullen is working to seek funding from the state and federal offices for a first phase of land development for this hangar multiple future hangars.
- Mr. Cullen is pushing for progress with the state BOA on other projects and waiting for the final review of the master plan and airport layout plan from the state. The request for the snow removal plow/broom unit is also waiting for spec review and has been since last November.
- The Wisconsin Aviation Conference was held October 3rd to 5th in Eau Claire and there was a good turnout. Mr. Cullen informed this was his last official act as Wisconsin Airport Management Association President but will still be active as the southeast region committee chair.
- Last month, we had a successful training event with the Janesville Fire Department involving truck familiarization, live burning, radio communication, foam test, 3-minute response drill, and transfer of water between trucks.

- The maintenance building rehab project was completed last week. Some improvements included; fixing the leaky roof, new garage doors and siding, improved insulation, and more efficient heating system. Mr. Cullen informed other issues such as overall space, ARFF truck location and plumbing issues still exist.
- Our Part 139 certification inspection will be the week of November 14th. Mr. Cullen states he spoke with the Inspector, and it will be a records inspection only and will not be on site for various reasons.

Committee Requests and Motions. None

Next Meeting Date. Monday, November 21, 2022, at 8:00 a.m.

Adjournment. Mr. Quint and Mr. McKearn moved to adjourn at 8:26 a.m. MOTION CARRIED

Respectfully Submitted,

Larissa DeLair

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.