

Rock County, Wisconsin



Airport Board Meeting – Minutes Monday, September 18, 2023, at 8:00 a.m. Southern Wisconsin Regional Airport Terminal Conference Room 1716 W. Airport Rd. Janesville, WI 53546

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

Airport Board Members Present: Mr. Eric Baker, Supervisor Mark Bobzien, Supervisor Dave Homan, Mr. Greg Johnson, Mr. Joe Quint, Mrs. Christine Rebout, Mrs. Katie Reese, Supervisor Connie Winter

Airport Board Members Absent: Mr. Frank McKearn

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

Other Members Present: Mike Fraser Meisner
Jim Freeman HSI
Dave Haas Meisner
Rick Leyes T-Hangar Tenant
Cody Pillman SJS
Alex Smith Citizen

Others Present Via Zoom: Everette Reese Elevation-Air

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

Approval of Minutes of Thursday, June 29, 2023: Supervisor Bobzien and Supervisor Homan moved the minutes. MOTION CARRIED

Citizen Participation, Communications, Announcements, and Information: Supervisor Winter informed the Airport Board Committee has two new members. Supervisor Mark Bobzien introduced himself. He replaced Supervisor Fox. He served on the Janesville City Council and is a retired Janesville Firefighter. Supervisor Dave Homan introduced himself. He served as a County Board Supervisor previously and is replacing Supervisor Richard. Supervisor Homan also served on the Airport Board previously and has a background in aviation.

Mr. Cullen informed everyone this meeting was the first committee meeting for Rock County to be recorded and live-streamed. The recording will be attached to the minutes. Additionally, Thursday, September 21st, HSI is hosting an airport picnic from 5:00 p.m. to 7:00 p.m. at the HSI hangar. The goal is to get together the 3rd Thursday of every month starting next summer.

Approval of Transfers: None

Review of Payments: Supervisor Winter questioned how often the Janesville Stormwater is paid. Mr. Cullen stated we pay quarterly. Mr. Cullen informed the bill is based on the amount of ERU, Equivalent Residential Units, a homeowner or business has. That airport has 1,960 ERU's. Mr. Cullen explained what is included in the ERU calculation. He informed rates have risen and still increasing and credits aren't keeping up. Other airports also pay stormwater fees at different rates. Mr. Cullen and some other airport directors are trying to update the language for state statutes to exclude runways and taxiways as they are used for public use.

Resolutions and Committee Endorsements: None

Updates, Discussion and Possible Action

Status Updates with Multiple Projects: Mr. Cullen informed today is the first day the East Hangar Development Project begins. The project will take approximately 60 days or into early November. It will involve moving and shaping soil, the installation of water and sanitary lines, paving, electrical, markings, and the creation of a storm water retention area. A third taxi lane is hoping to be constructed next year. Greg stated he has had interest in building hangars in the development area. The paving of taxi lanes will begin approximately first week of November.

Mr. Cullen discussed the east corporate ramp access area pavement condition. Additionally, he briefed that UW-Health will begin hangar construction in that area soon pending final sublease approval. Greg has been in contact with their general contractor, Findorff. Both aircraft parking ramps in that area need to be rehabbed, but that work won't occur until 2024.

Mr. Cullen provided an update on the SRE truck and taxiway alpha crack sealing. Mr. Cullen stated we are trying to get a broom plow combo unit however it is still not ordered. The state has hired a contractor to put the spec out to try and get ordered. There is a 300–320-day manufacturing day process once ordered. Information has been provided but the process is taking longer than expected. Mr. Cullen informed there is also a delay for the taxiway alpha crack sealing. We were trying to get on a state contract this year, but the project may not be until spring of 2024.

Mr. Cullen informed runway 4 will have a new approach lighting system installed next year. The FAA is the project manager. Users can expect to see some runway 4-22 closures next April through June.

Mr. Cullen updated on the different grants received such as CARES and CSSRAA. He filed for the ARPA grant at the end of August. We will get reimbursed \$148,000 and should see payment in one or two months from the state. This will go in the general operating fund. He used the stormwater receipts for reimbursement.

Mr. Cullen provided an update with construction projects that were requested from this year's budget. We had our underground fuel tank removed and installed an above ground fuel tank for our equipment in July. Our maintenance workers say this is working great. Our Public Works Department is coming to pave our gravel driveway that was install back in May. We also made some plumbing upgrades to the SRE Building such as an eyewash station for safety purposes, plumbing in restrooms and shop. We also removed the carpet in the terminal and replaced with new vinyl tile flooring. We are still waiting on the installation of new security cameras on the maintenance shop. One maintenance worker needed new fire turnout gear,

and this should arrive shortly. Mr. Cullen stated all other budget requests have been completed for this year.

Greg mentioned he will be speaking at the Wisconsin Aviation Conference about our east hangar development project. This will be part of a breakout session on “building hangars at your airport”. He will also meet separately with FAA and state officials to discuss our Airport Master Plan.

Ad Hoc Airport Planning Committee Update: Mr. Cullen recapped the past few months. The Airport Board requested the formation of an ad hoc committee to take a strategic look at our t-hangars and their future in April. A resolution was drafted. The committee was selected after public solicitation and approved by the County Board. The committee has met twice and is going well. There is another meeting scheduled for October 5th. There were three goals of the committee, and they were to discuss whether the airport should continue to keep and rent our current t-hangars, set a date to remove t-hangars or to develop more t-hangars. So far, it has been recommended the airport keep renting t-hangars. At the next meeting, the committee should resolve the other two goals and then terminate the Ad Hoc Airport Planning Committee. At the October meeting, we will make recommendations moving forward. Mr. Cullen stated he will also have to make recommendations to the County Board by the November meeting. We need to make some improvements on the facilities and try to keep them affordable. Currently, we have the highest occupancy rate as we have one open t-hangar. Supervisor Winter stated the Ad Hoc Airport Planning Committee is great for the airport. She stated it gives the opportunity to help decide a future plan for t-hangars.

Agricultural Lease Discussion and Possible Action: Mr. Cullen informed our agricultural lease is with Randy Hughes, who is a long-time tenant that has been farming the land. Every three years the lease is reviewed. The current lease ends at the end of November this year. There has been discussion within other governing bodies of Rock County land rented for agriculture use as to how much to charge. We haven’t solicited Request For Proposed bids before at the airport. There hasn’t been a rate increase since 2011. After some board discussion, Chair Winter suggested that Greg speak with Mr. Hughes to discuss possible options for the future. Mr. Cullen agreed and will request a meeting with Mr. Hughes.

Airport Director’s Updates: Mr. Cullen informed the derelict aircraft that was stored outside on airport property was removed on September 1st.

Mr. Cullen informed of the 2024 budget meeting dates. On October 12th, The County Administrator will provide information on the recommended budget for each department to the County Board. On October 16th, Mr. Cullen will provide the Airport Board with information regarding the recommended budget at the Airport Board Meeting. On November 14th, the County Board will adopt the 2024 budget. Mr. Cullen feels our budget requests are reasonable.

Mr. Cullen informed he has been coordinating with State Senator, Mark Spreitzer’s office per his request to have a tour of the airport.

Mr. Cullen informed our maintenance staff completed their annual live fire training on September 7th in Milwaukee.

Mr. Cullen stated it is expected that SAFECON will return in 2024. Mr. Cullen stated he has been working with the Executive Director for the National Intercollegiate Flying Association to work out some logistical concerns, but the competition week would be May 13th to the 17th however, some schools could show as early as April 27th for practice. Mrs. Rebout stated this event will be good for the airport and the local business in Rock County.

Mr. Cullen informed Propel Forward is interested in bringing back an event similar to Warbird Weekend. The event is in the early stages of planning but is expected to be on July 19th and 20th. During the event, there would be vintage aircraft, car show, food trucks and children's activities.

Mr. Cullen informed the office will be closed September 20th to 22nd as he and Larissa will be attending the Wisconsin Aviation Conference. There will be staff to monitor the telephones and available for maintenance issues.

Committee Requests and Motions: None

Next Meeting Date and Time: Monday, October 16, 2023, at 8:00 a.m.

Adjournment: Mr. Quint and Mrs. Reese moved to adjourn at 8:45 a.m. MOTION CARRIED

Respectfully Submitted,

Larissa Hinkel
Secretary II