Rock County, Wisconsin

Airport Board Meeting – Minutes
Monday, February 26, 2024, 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 8:01 a.m.

Airport Board Members Present: Mr. Eric Baker, Supervisor Mark Bobzien, Mr. Brent Fox, Supervisor Dave Homan, Mr. Rick Leyes, Mr. Greg Johnson, Mr. Frank McKearn, Mrs. Christine Rebout, Chair Connie Winter.

Staff Members Present:	Greg Cullen	Airport Director
	Larissa Hinkel	Administrative Professional III
	Aimee Scrima	New Airport Director
	Kevin Smith	Airport Superintendent
Other Members Present:	Wes Davis	County Supervisor
	James Dillavou	SC Aviation
	Mike Fraser	Meisner
	Josh Gowey	Propel Forward
	Dave Haas	Meisner
	Joe Quint	Blackhawk Aircraft Maintenance

Adoption of Agenda: Mr. Johnson and Mr. Leyes moved the Agenda. MOTION CARRIED.

Approval of Minutes: Mr. McKearn and Supervisor Homan moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information: Chair Winter thanked Mr. Cullen for everything he has done for the Airport and wish him the best on his retirement.

Chair Winter welcomed and introduced Aimee Scrima as being appointed the new Airport Director. Mrs. Scrima will start her position on Monday, March 4th.

Mr. Cullen stated he received a call from an individual who is looking for a summer maintenance job if any business on the airport was looking for help.

Mrs. Rebout announced there was a photographer present for this meeting to take pictures to promote the airport and the airport's conference room for future meetings.

Consent Calendar

Approval of Transfers: None

Review of Payments: Chair Winter questioned about still paying for Charter Communications. Mr. Cullen stated he has not yet received any communication of any changes.

Resolutions and Committee Endorsements: None

Updates, Discussion and Possible Action

Select Vice-Chair: Mr. Johnson and Chair Winter moved to elect Mr. Fox as Vice-Chair of the Airport Board. MOTION CARRIED.

Review Semi-Annual Conference Attendance Report: Mr. Cullen informed there were no costs over $1,000 per employee per event for the last six months of 2023.

Purchase of Graco Painting Machine: Supervisor Bobzien and Mr. McKearn moved the purchase of the Graco Painting Machine. Mr. Cullen stated the Airport had requested to replace the current painter that the Airport uses as it is showing signs of expiring. Mr. Cullen informed there are currently 3 estimates from Sherwin-Williams. The Janesville store estimated came in below our budget of $40,000 and parts are also in stock. MOTION CARRIED.

Approve ABC Supply Co. Inc. Hangar Lease Agreement: Mr. Cullen informed ABC Supply Co. would like to separate the existing fuel tanks from their existing lease and have it be a separate land-leased area agreement. There would be a 25-year lease on the building and a 25-year lease on the fuel tank. Mr. Cullen stated the tanks are currently underground and the new ABC Supply Hangar would not have tanks. Supervisor Homan questioned if there was an environmental impact study completed. Mr. Cullen informed he was unsure but would research and provide more information at a later date. Mr. Fox ABSTAINED. Supervisor Homan voted NO. MOTION CARRIED BY ACCLAMATION.

Approve ABC Supply Co. Inc. Fuel-Farm Lease Agreement: Mr. Cullen informed ABC Supply Co. would like to start a new land-lease agreement of 25 years. As mentioned previously regarding the approval of ABC Supply Co. Inc Hangar Lease Agreement, they would like to separate the Jet-A fuel tanks from the existing lease and have it be a separate land-lease area agreement. In the future, ABC Supply may sell the building but does not intend to sell the fuel tanks as it supports their aircraft in the new hangar. Mr. Homan questioned if there was an environmental study completed. Mr. Fox informed there is a triple filtration system and if there are any leaks, there would be an alarm to notify of leaks. Chair Winter informed these are the same tanks that are used throughout other airports in Wisconsin. Mr. Fox ABSTAINED. Supervisor Homan voted NO. MOTION CARRIED BY ACCLAMATION.

Airport Director Updates: Mr. Cullen provided 2024 construction updates. Mr. Cullen informed the FAA will replace runway 4 the Medium Approach Lighting System starting April 1st. During SAFECON, work will not occur, and the runway will be open, however the lights will not be working. This project should be completed by July 1st. Mr. Cullen informed there will be crack sealing completed on A, C, E, F by the engineering firm SEH and the state contract is currently out for bid. The City of Janesville is developing in Innovation Park and utility work will begin but not impact the airport. In 2025, there is a plan to widen the access road on S. Discovery Dr and the existing church to make safer for tenants to turn. There is no cost to the County. Mr. Cullen also informed Mead & Hunt is working to develop a scope of work for the 3rd taxi lane in the east hangar area.

Mr. Cullen informed UW-Health Medevac will start operations on April 17th, and they intend to have an open house for tenants and the Airport Board. A question was asked if a request was made to have a helipad. Mr. Cullen informed there was a request, however there is currently not enough space to have one.

On February 13th, Mr. Cullen stated there was a tabletop exercise facilitated by Kevin Wernet, the Rock County Emergency Manager. Mr. Wernet did an excellent job at providing a scenario for multiple agencies.

Mr. Cullen stated he met with the FAA and state personnel to discuss the future of the ARFF/SRE facility. As of fall 2021, the airport is currently an inactive Part 139. The Airport could go forward with building a new facility, but we would not be able to receive Federal discretionary money. However, Mr. Cullen informed we could use BIL, AIG, non-primary entitlement, and state apportionment funds. Moving forward, it will have to be decided by Staff and the Airport Board what type of facility is needed. Mr. Cullen stated this is already in the capital improvement plan. There is no plan to make the airport an active Part 139 until a Part 121 scheduled commercial operation starts. The airport must still maintain all standards, equipment, and training.

Mr. Cullen thanked everyone that made his time here enjoyable. He stated he knows man people want to see the airport grow as much as he does and or it to be vibrant and a relevant general aviation airport. Mr. Cullen stated he has seen many positive changes in recent years and wishes nothing but the best for the future.

Committee Requests and Motions: None.

Next Meeting Date and Time: Monday, March 25, 2024

Adjournment: Supervisor Homan and Supervisor Bobzien moved to adjourn at 8:36 a.m. MOTION CARRIED

Respectfully Submitted,

Larissa Hinkel
Administrative Professional III