

Rock County, Wisconsin



Airport Board Meeting – Minutes Monday, September 16, 2024, at 8:00 a.m. Southern Wisconsin Regional Airport Terminal Conference Room 1716 W. Airport Rd. Janesville, WI 53546

Call to Order: Chair Bobzien 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 Erica Boehlke, Supervisor Dave Homan, Mr. Rick Leyes, Mr. Frank McKearn, and Mrs. Christine Rebout.

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

<u>Staff Members Present:</u>	Larissa Hinkel,	Administrative Professional III
	Kevin Smith,	Airport Superintendent

<u>Other Members Present:</u>	Jim Dillavou	SC Aviation
	Jim Freeman	Helicopter Specialties
	Mike Fraser	Meisner
	David Haas	Meisner/SJS
	Brian Niedermeier	Elevation Air
	Joe Quint	Blackhawk Aircraft Maintenance
	Alex Smith	Citizen

Adoption of Agenda: Supervisor Homan and Supervisor Boehlke moved the agenda. MOTION CARRIED.

Approval of Minutes of Monday, September 16, 2024: Mr. McKearn and Supervisor Boehlke moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information: None

Consent Calendar

Review of Payments:
Committee Review Report August 2024.

Resolutions and Committee Endorsements

Phase II – East Hangar Development and Upgraded Lighting Project: Supervisor Homan and Mr. Leyes moved the East Hangar Development and Upgraded Lighting Project. Mrs. Scrima informed Phase I of the

East Hangar Development project is complete and now moving to Phase II. The second project is the upgrade of lighting. This request for a sponsor only memo was suggested by the Bureau of Aeronautics to expedite the design of these two projects, slated to be primarily funded by BIL money and will be reimbursable. Sponsor-only memo dollar amount request is currently available in the fund balance. MOTION CARRIED.

Updates, Discussion and Possible Action

Airport Director Updates: Mrs. Scrima informed two of our four maintenance workers have left. Feedback was provided how the airport could improve. From that feedback, the policy regarding on call hours and pay has been suggested. The policy will need to be approved by the Committee and the County Board.

On Thursday, September 19th, the airport is hosting a First Responder Education event for the Milwaukee Flight Safety District Office (FSDO) from 6:00pm to 8:00pm hosted by Helicopter Specialties.

The budget for 2025 has been submitted and will be reviewed by the County Board on September 26th.

Airport users can be expected to hear from airport staff regarding snow removal information for 2025-26.

With the political season upon us, we are available for any alerts or events that may be scheduled.

Meeting Requests and Motions: None

Next Meeting Date and Time: There was discussion whether meetings should take place monthly even if no action items on the agenda or just send updates by email.

The next meeting will be Monday, October 21, 2024.

Adjournment: Supervisor Boehlke and Supervisor Homan moved to adjourn at 8:32 a.m. MOTION CARRIED.

Respectfully Submitted,

Larissa Hinkel
Administrative Professional III