

**MEETING MINUTES**  
**AIRPORT OPERATIONS COMMISSION MEETING**

Wednesday, April 19, 2023 – 8:00 a.m.  
Waukesha County Airport  
Terminal Building Conference Room  
2525 Aviation Drive

**In Attendance.**

Commissioners: Stephen Betzler, Abby Lorenz, Kurt Weis  
Excused: Mike Crowley, Shawn McCauley, Aimee Scrima  
Staff: Kurt Stanich, Sarah McCalvy, Maddie McLennand  
Others: Jason Curran, Sue Davies, Pete Halbauer, Matt Hofeldt, Phill Holcomb, Brandon Rissley, Don Shine

**Public comment/correspondence.**

None.

**Approve or Modify Meeting Minutes from March 8<sup>th</sup> and February 22<sup>nd</sup>, 2023.**

Meeting Minutes approved by Commissioner Lorenz and second offered by Commissioner Weis.  
Motion approved unanimously.

**Chairman's Report.**

None.

**Discussion and Action on Hangar Land Lease Agreement between Waukesha County and Water Boys, LLC for 630 Northview Rd.**

Motion to approve offered by Commissioner Weis and second offered by Commissioner Lorenz. Motion approved unanimously.

**Discussion and Action on Hangar Land Lease Agreement between Waukesha County and Higher Than, LLC for 2441 Aviation Dr.**

Motion to approve offered by Commissioner Lorenz and second offered by Commissioner Weis. Motion approved unanimously.

**Presentation by Capital Flight**

Presentation by Matt Hofeldt.

**Operations Report.**

**March 2023 Fuel Farm Flowage:** Jet A fuel sales decreased by -90.49% in March 2023 compared to March 2022. 100LL sales decreased by 100% in March 2023 compared to March 2022. Overall total gallons are down -91.02%.

Tower Operations: Total Traffic decreased by 9.56% compared to March last year. General Aviation decreased by 11.36%, Air Taxi increased by 22.48% and there were 14 military aircraft in March 2023 compared to 24 in 2022.

Regional airports comparison for February 2023 shows Waukesha ahead of Janesville, Kenosha, Waukegan and Timmeman for general aviation operations.

**Manager's Report.**

Parking lot construction beginning May 9, 2023.

Airport working with the Bureau of Aeronautics regarding runway safety project. Land and easements must be under contract by September 30, 2023 to receive federal funding for 2024 design of road. If deadline not met, the design would move to 2025. This began in 2003 and project should be a 5-10 year project. Airport manager working on new tactics.

Airport Manager is working with Corporate Council and hangar owners on updated lease agreements that about to expire or expired. This will be a priority during the next few months.

Waukesha Airport receiving more inquiries about grass landing area. Airport manager looking into this.

Snow removal continues to be over budget and final bill are being paid to contractor. Airport Manager still looking to bring this in-house and looked at snow equipment in Indiana last week.

Tenant appreciation ice cream social happening April 21 from 3-6pm.

Food Truck Friday will be happening again this year and will be sponsored to cover administrative costs.

**Future Commission Items.**

None.

**Adjourn Meeting.**

Motion to adjourn offered by Commissioner Weis and second offered by Commission Lorenz. Motion carried unanimously. Meeting adjourned at 8:46 a.m.

Respectfully Submitted,



---

Kurt J Weis

Secretary  
Waukesha County Airport Operations Commission