

March 12, 2008 Airport Commission Minutes

Chairman Schober called the meeting to order at 8:10 a.m. Present for today's meeting were Vice-chairman Crowley and Commissioner Bruce. Commissioners Bluemke and Richards were unable to attend. Others present: Kurt Stanich, Airport Operations Assistant; Val Ramos, Airport Administration; John Lotzer, Lake Country Aviation; Chris Wodushek, Atlantic Aviation; Andy Groth, Control Tower; Keith Markano, Airport Manager; Laurie Stein, Stein's Aircraft Services, LLC; Terry Tesch, citizen; Tab Hornburg, Stein's Aircraft Services; Dick Wartman, citizen; and Roger Dibble, Apollo LLC.

Approve/modify meeting minutes of February 20, 2008 – A motion to approve the minutes of February 20, 2008 was made by Vice-chairman Crowley with a second by Commissioner Bruce. The motion passed.

Public comment/correspondence – Mr. Markano said he received a call from Mr. Pete Drahn informing him that the Wisconsin Airport Management Association (WAMA) had decided to hold their annual 2009 meeting in Eau Claire rather than Waukesha. Mr. Drahn said Waukesha would be considered for the 2010 annual meeting. The WAMA meeting will take place in Appleton this year from May 5th to the 7th and if any Commissioners are interested in attending they should contact Mr. Markano.

Discussion and action on a request by Atlantic Aviation to replace the existing television in the Airport Terminal with a plasma screen television with an advertising component – Mr. Wodushek said the plasma screen television has been installed in the lobby. Atlantic has not received a request to advertise yet so the Commission does not have the opportunity to view how this advertising feature would be displayed. Because the Commission was not able to view this feature, Chairman Schober said this required reconsideration before final approval could be made. A motion to table this request until the Commission could view this advertising feature was made by Vice-chairman Crowley with a second by Commissioner Bruce. The motion passed.

Discussion and action on proposed hangar development on vacant/empty area between hangars 514 and 518 Northview Road by Roger Dibble – Mr. Dibble provided drawings to show the Commission the proposed hangar for this 89 foot wide area. Mr. Markano said this area remained undeveloped because of the limited size and decline to the north. He said the lot would have to be leveled and retaining walls put in place. Mr. Markano said with the required the 10-foot setback this would leave a 69 foot wide by 200-foot deep lot. Mr. Dibble is proposing a 58-foot wide by 80-foot deep hangar. He would request a variance to the setback requirements and said he would meet all state building codes that are required to do this, including two hour rated fire walls. Mr. Markano said the land lease rates would need to be reviewed and discussed with the Commission to come up with a rate for this area. Mr. Dibble said he was willing to discuss land lease rates with the Commission so that he could proceed with construction of his proposed hangar in this area. Chairman Schober said Mr. Markano could work with Mr. Dibble to come up with an agreeable land lease rate. The Commission asked Mr. Dibble on the time required to complete this project is approved. Mr. Dibble said it would be 3 years minimum to develop the lot for construction and build the hangar. A motion to table this item until Mr. Markano can negotiate a land lease rate and lease terms for the Commission to discuss and approve at a future meeting was made by Vice-chairman Crowley with a second by Commissioner Bruce. The motion passed. A motion to approve the conceptual plan and architectural hangar design presented by Mr. Dibble was made by Vice-chairman Crowley with a second by Commissioner Bruce. The motion passed.

Discussion and action on a request by Mike Stein (Stein's Aircraft Services) to operate a flight school – Mr. Markano gave a brief update to the Commission. Mr. Markano said he met with Atlantic Aviation regarding the lease agreement with Stein. A copy of the signed lease agreement was sent over to Corporation Counsel for review and certificates of insurance were received and submitted for review to Risk Management. Stein has additional aircraft required to operate a flight school instruction and has four full time instructors. They have met all required minimum standards to operate a flight school. Mr. Wodushek informed the Commission that Mr. Tab Hornburg has been certified as a Master Flight Instructor and that he is very qualified and respected.

Mr. Tesch, resident of neighborhood close to the Airport, asked to address the Commission regarding low flying aircraft over the subdivision. He was concerned that with another flight school at the Airport there would be more aircraft doing this in the area. Chairman Schober said the Airport strives to be a good neighbor and it is not the intention of the Airport to create problems, but we cannot control aircraft that depart from the Airport. He asked Mr. Tesch to provide a description of the aircraft, tail number if possible, and the time and date of occurrence and report this to the Airport Manager. This information would be helpful in identifying the violators. Chairman Schober assured Mr. Tesch that the Commission would address his concerns.

A motion to approve the request by Stein's Aircraft Services to operate a flight school at the Airport, upon approval of sublease agreement and insurance certificates submitted for review by Corporation Counsel and Risk Management, was made by Vice-chairman Crowley with a second by Commissioner Bruce. The motion passed.

Chairman's report – Chairman Schober said he would be meeting with the County Executive sometime this month.

Airport Manager's report – Mr. Markano said ground maintenance on the airfield start in the Spring by Mr. Stanich. He said the pavement was in very good condition due to use of the broom to clear the airfield during this snow season. Mr. Markano is still working with Risk Management and Purchasing on a car rental RFP. Mr. Stanich said January air traffic was over from January of 2007. Regarding signage, Mr. Markano is meeting with the County Executive to discuss this and to ask for direction on how to proceed with this. Mr. Markano asked if the June meeting could be pushed back to the 25th instead of the 11th because of 2009 budget process. He was told to work with the Commissioners to see if they were available to meet on 25th.

Future Commission agenda items – Update on airport sign and budget person from finance to review financial report.

Commissioner Bruce informed the Commission that April 9th would be her last Airport Commission meeting because her term as County Board Supervisor would be ending and she was not seeking re-election. Chairman Schober and Vice-chairman Crowley expressed their appreciation to her for serving on the Airport Commission.

A motion to adjourn was made by Commissioner Bruce with a second by Vice-chairman Crowley. The motion passed.

Meeting adjourned at 9:04 a.m.

Next Commission Meeting: April 9, 2008.

Respectfully submitted

Tom Schober
Chairman
March 12, 2008