

Minutes of Waukesha County Airport Commission
July 14, 2010

Chairman Crowley called the meeting to order at 8:00 a.m.

Commissioners Present: Crowley, Schoepke, Bluemke and Richards. Absent: Commissioner Falstad

Others Present: Airport Manager Keith Markano, Harry Becker, Manager Atlantic Aviation, Control Tower Chief Andy Groth, Val Ramos, Airport Administration and Kurt Stanich, Airport Operations.

Approve Minutes of June 9, 2010

MOTION: Secretary Richards moved with second by Vice-chairman Bluemke to approve May 12, 2010 minutes. Motion carried.

Public Comment/Correspondence - Mr. Markano – Working on the Annual Rates and Charges Survey for 2009 to be submitted to the Bureau of Aeronautics by Friday, July 16. The fixed base operator survey information was provided by Atlantic Aviation. The airport received many compliments on the Wings Over Waukesha event. People stopped in to say how well the event went with all of the volunteers, vendors and displays. VC Bluemke – Who was in charge of volunteers? Mr. Markano – Druanne Cryer of PlaneSafe Aircraft Maintenance, she coordinated all the volunteers and assignment scheduling for the event. Commissioner Schoepke – Other than fuel sales, what other revenue did this event create? Mr. Markano - There was no other revenue for the airport. The only other revenue from this event was from poster sales by the EAA and that money goes towards scholarships.

Discussion and action on election of Airport Operations Commission Officers – Chairman Crowley introduced the new name for the Commission, the Airport Operations Commissions. All County Boards, Committees and Commissions have a chairperson, vice-chair and secretary. We have three positions to fill and this is done annually in July. Chairman Crowley asked for nominations for chairperson. Vice-chair Bluemke nominated Michael Crowley with a second from Secretary Richards. Chairman Crowley asked for any other nominations. Commissioner Schoepke nominated Duane Bluemke, there was no second. Motion to elect Michael Crowley as Chairman of the Airport Operations Commission made by Vice-chair Bluemke with a second by Secretary Richards. The motion passed. Chairman Crowley asked for nominations for Vice-chairman. Chairman Crowley nominated Duane Bluemke with a second by Secretary Richards. There were no other nominations. The motion passed. Chairman Crowley asked for nominations for Secretary. Vice-chairman Bluemke nominated Dick Richards with a second by Commissioner Schoepke. There were no other nominations. The motion passed.

Chairman Crowley – It is very important to have these positions, but each Airport Operations Commission member is critically important to the function and teamwork of the Commission and Chairman Crowley appreciates all the work each Commission member contributes and also to County Board Supervisor Dave Falstad (who is not present today) .

VC Bluemke – Expressed his appreciation to Chairman Crowley for all of the work he put in during this transition period of the Airport merging with Public Works Department. Chairman Crowley has helped the Commission through this process very well, he worked very hard and it could have come out differently had the Commission not existed. Also, very pleased that County Executive Vrakas re-appointed Chairman Crowley for another term on the Commission.

Chairman's Report - Wings Over Waukesha – Appreciation especially to Kurt Stanich and Steve Betzler (who were not present at today's meeting). Chairman Crowley wished they were present and wanted to go on record to thank them personally and professionally on behalf of the Airport Operations Commission on what an awesome and safe event the airport had in Wings Over Waukesha. Chairman Crowley attended the event on Friday afternoon and spoke with many of the vendors and thanked them for being present. In conversing with them they appreciated the fact that he introduced himself as Chairman of the Airport Operations Commission. This type of relationship building is very important with vendors in getting them to come back and feel they are really contributing to the airport. He was very impressed with the B17 and the process that took place in selling tickets and the volunteers. The family rode the tram from the Expo grounds to the airport and that ran very smoothly. It was such an awesome event that Chairman Crowley came back again on Saturday for several hours. County Executive Vrakas was also here on Saturday and spent time talking with many of the visitors and went for a ride on the B17. Chairman Crowley said he also had a ride on the B17 and what an incredible experience one of those once in a lifetime experiences you never forget. The staff, the crew and pilot were just great and he had a nice conversation with them. This is one of those events you wish could become an annual event, but he understands that the B17 cannot always be available, but he was very impressed. Kurt was awesome, he was everywhere making sure everyone was doing a good job. Kudos to Kurt and Steve Betzler for all of their hard work and organization in seeing this through for such an outstanding and successful event once again. Secretary Richards suggested the airport work with the Waukesha/Pewaukee Convention and Visitors Bureau because they are always looking for publicity and a way to increase activity in the area.

The August 11, 2010 Airport Operations Commission meeting will be in the evening at 6:00 p.m. We are alternating the remainder of the meetings this year to see how the public, pilots/tenants and stakeholders show any interest in attending these meetings and ask questions of the Commission. This gives an opportunity for the public to attend that typically cannot do that in the morning. The September meeting will be at 8:00 a.m.

Chairman Crowley passed around the list with Commission members contact information (address, phone numbers, e-mail address) and asked them to review their information and make any changes. Once the list is revised the list will be sent to each Commissioner. Schoepke asked if an e-mail with the change in meeting time be sent to airport tenants. Chairman Crowley said he was not sure if Kurt had time to do a newsletter but this would be a good time to sum up the B17 event and include the meeting time information. Chairman Crowley asked if the Commission list was posted on the airport website. Mr. Markano was not sure and said he would look into this. Chairman Crowley said it is important for people to know who is on the Commission and if anyone has any questions they can contact the Commissioners.

Airport Manager's Report – Met with County Executive on July 8th for budget review, there were no changes on the operating budget because the airport came in at target. As part of the Public Works Department we are working with Facilities on the capital projects to schedule maintenance on the terminal and control tower buildings. In the project request we have the Budget and Concept for 2013, work on design for replacement of building systems and air handler units in 2014 and construction in 2015. Also, discussed with County Executive removal of County T-hangar that is over fifty years old. This year we had \$35,000 in operating budget for removal of one of the T-hangars and would like to explore the possibility to either replace the T-hangar or option to lease out the land. Wings Over Waukesha - Kurt made up a sheet with some quick statistics on Wings Over Waukesha: estimated 5,000-6,000 attended, 14 military and civilian aircraft, 80 volunteers, 12 exhibitors/vendors, 77 B17 rides sold, total income was \$16,267.84, expenses were \$7,803.74 and net income was 48,464.10 for EAA Chapter 11 Youth Aviation Scholarship Fund. EAA said Waukesha is a good stop for them and the event is always well attended. The support from the Waukesha community and the airport is great. VC Bluemke asked if there was a list of sponsors. Mr. Betzler has the sponsor list. VC Bluemke suggested the list be posted/e-mailed.

FAA Reauthorization – At the end of June there was no reauthorization but a one month continuing resolution that was passed at the last minute again. Continuing Reauthorization #14 only maintains current funding levels to August 1st.

Prebid gate project – This took place July 1st. This project includes pavement repairs for cracked pavement.

Pavement failure – June 30th there was a pavement failure on runway 10/28 just east of the taxiway C intersection, the panel buckled and was ¾ of an inch above grade, several pieces were 8-10 inches in size and loose. Payne & Dolan was called and they came out on July 1st to do the work. This is a short term repair. The runway was shut down for 4 hours.

Grass Cutting Service – July 7th met with grass cutting people. There have been issues with non-performance. They have been good at cutting outside of terminal and along Aviation Drive but on the field we have had issues with communication, expectations, lack of communication with the Tower, equipment failure, equipment breaking down in safety area and walking away from it. We met with them last week and gave them until close of business today to get everything out there to up speed. Monday morning we received e-mail notification that they resigned. We were able to work with Highway and have a crew come out to mow the airfield to clear the lights and guidance signs. We are working with Public Works and Highway to figure out what can be done long term, Purchasing has to bring the Contractor in and talk to Corporation Counsel about their non-performance issue. They have been doing a good job taking care of the front of the terminal so we are looking at the option of keeping them for this area only and using Highway, if possible, for inside airfield mowing. VC Bluemke – Very pleased with action taken by Mr. Markano and Mr. Stanich to get the job done because the grass was getting out of control. VC Bluemke asked about striping on the airfield. Mr. Markano said this is a constant battle with the Airports District Office. They consider line stripers to be maintenance equipment and not eligible for AIP funding. It doesn't make sense because they will allow the use of AIP or GA Entitlement funding to contract pavement striping, so why not fund the equipment for us and we can do the job as needed. VC Bluemke suggested this be something to cooperate with the County on because this definitely has a major impact on the airport and during some kinds of weather it is certainly a safety issue. Mr. Markano said there are restrictions on the types of paint and use the type 3 or type 4, glass beads. When we get into reconstruction of taxiways C and D we may specify a paint sprayer as part of the project and then there is the potential to purchase it when project is completed. VC Bluemke – This is a big deal for transient that fly into the airport because they get off the runway and all of a sudden there are no markings. Mr. Markano agreed, and said he would find a way to have this making equipment purchased. Chairman Crowley – VC Bluemke's comments should be taken as a formal complaint as a pilot/tenant and user of this airport. This is a critical issue and it will only get worse. This is a tremendous opportunity, since our next meeting is in the evening and open to the public and stakeholders, the Commission respectfully requests Mr. Markano to work with Allison Bussler to devise a plan to resolve this and if it cannot be resolved by next meeting that there is an update that there have been some concerns/complaints on the striping and this is what we are doing to respond to those concerns/complaints and give the Commission an update at the next meeting under the Airport Manager's report that this was discussed at the last Commission meeting, that the Commission is very concerned about this. Whoever does show up for the August meeting will get some positive PR, but the main issue is to get this problem resolved because this is a safety issue.

Weed control – Working with Highway to suppress growth of weeds along fence line and on airfield. Getting this under control may cut down on the number of mowing required.

ANR Tower – The tower is down, east of the airport and U.S. Cellular has appealed so it will probably be about six months before we hear about U.S. Cellular. VC Bluemke – Well we have one tower down and as soon as the other one comes down we need to get in touch with the engineering for the State to have that approach changed. Chairman Crowley – Thank you to VC Bluemke for pointing this out when he first became involved with the Commission.

Secretary Richards – Status on land acquisition (Century Fence). Mr. Markano – County still has access agreement with Century Fence to get into the premises. There are still rolls of fence on the property and the owner did not want the County out there taking

samples while their trucks were moving things out. Mr. Markano has not had time to follow up with Parks and Land Use, they are in charge of doing the environmental analysis.

Marketing Plan – Initial focus for staff was working on Wings Over Waukesha and then with StrateVantage on the 75th Airport Anniversary . In September they will be working with the County Executive’s office and Information Systems on revamping the airport website and setting up Constant Contact for the e-mail list instead of doing this through Outlook. Mr. Markano and Mr. Stanich will meet with Tracy next week to discuss the marketing plan. Chairman Crowley – Would like to place marketing plan on agenda for the August meeting and ask Tracy Schilobrit, StrateVantage Communications , for a short presentation/update for the Commission with highlights of Wings Over Waukesha. Any handouts, displays or visual aids if available would be good.

Tower/Fuel – In Mr. Stanich’s absence, Mr. Markano reviewed the tower and fuel activity reports with the Commission. Tower activity was really down in June due to the weather. Mr. Groth, Tower Chief, said IFR in June 2009 was 2.7% and this June 2010 IFR was 12.5%. Mr. Markano said first weeks of June 2010 it was cloudy every day. Even though the weather for June brought activity numbers down, fuel numbers were good. Some fuel gains were made in April and May and although it slipped a bit in June, we are still higher year to date than we were last year. Hopefully now that weather has improved and we are getting into the drier months of July and August we will see some of that traffic spring back.

Future agenda items

Airfield striping, Marketing Plan update, revenue opportunities at the airport.

Adjourn

Richards moved, second by Bluemke to adjourn at 9:45 a.m. Motion carried.

Next meeting: Wednesday, August 11, 2010 at 6:00 p.m.

Respectfully submitted,

Dick Richards
Secretary
July 9, 2010