

MEETING MINUTES
AIRPORT OPERATIONS COMMISSION MEETING
Wednesday, February 14, 2024 – 8:00 a.m.
Waukesha County Airport
Terminal Building Conference Room
2525 Aviation Drive

In Attendance.

Commissioners: Mike Crowley, Stephen Betzler, Abby Lorenz, Shawn McCauley

Excused: Kurt Weis

Staff: Kurt Stanich, Aimee Scrima, Sarah McCalvy

Others: Ron Amann, Brian Behren, Jim Brown, Jason Curran, Andy Groth, Mike Stein, Sue Davies, Bret Wallace

Public comment/correspondence.

None.

Approve or Modify Meeting Minutes from January 10th, 2024.

Meeting Minutes approved by Commissioner Lorenz and second offered by Commissioner Betzler.

Motion approved unanimously.

Chairman's Report.

Chair Crowley thanked Waukesha County Airport for the work they did on successfully executing the 2024 Janboree.

Discussion and Action on Ordinance to Authorize the Laying Out, Relocation and Improvement of Silvernail Road (CTH TJ) Capital Project #200310.

Motion to approve offered by Commissioner Betzler and second offered by Commissioner McCauley.

Motion approved unanimously.

Discussion and Action on Preliminary Hangar Construction Plans for Spring City Aviation.

Motion to approve preliminary hangar construction plans offered by Commissioner Lorenz and second offered by Commissioner Betzler. Motion approved unanimously.

Youth In Aviation Task Force Report

Update provided by Commissioner Lorenz regarding taskforce. States the committee has grown substantially and things are moving forward. Next meeting will be held April 3rd at 11:30am. Minutes included in post meeting packet.

Operations Report.

January 2024 Fuel Farm Flowage: Jet A fuel sales decreased by -3.93% in January 2024 compared to January 2023. 100LL sales increased 100% in January 2024 compared to January 2023. Overall total gallons are up 3.55%.

Tower Operations: Total Traffic increased by .41% compared to January last year. General Aviation decreased by 2.02%, Air Taxi increased by 41.51% and there were 10 military aircraft in January 2024 compared to 25 in January 2023.

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

Ops Supervisor, Aimee Scrima, reports that Rob Lewis, Ground Maintenance employee, put in his notice and left the end of January. She also reports that Lowell Holcomb is our other Ground Maintenance employee and is becoming well versed on equipment. The airport also has several seasonal employees that are working out well.

Ops is currenting planning for 2024 and wrapping up 2023. A cost comparison of bringing snow removal in house verses using a contractor will be presented to Commission in coming months.

The airport is now utilizing 1200Aero and Ops Supervisor gave a demo on how it tracks flight operations.

Manager's Report.

Kurt Stanich, Airport Manager, reports the airport is looking at updating procedures for snow removal based on lessons learned from various snowstorms to date. Manager reports that the airport currently has the minimum amount of equipment needed and will be purchasing a broom truck from Anderson Landscape in the coming weeks.

Budget wise, Stanich reports preliminary numbers are trending in our favor. The airport anticipated \$5,600 per inch and it's trending at about \$4,300. Budget is becoming more favorable.

The airport is working on infrastructure law which would give an additional 5 years of money for projects. These funds can be used for revenue producing projects, not just pavement. The airport has 18 months to get 2022 funding under contract.

Overall, the 2023 budget will close this month and leftover funds will be put back into fund balance for 2024.

Master plan efforts are currently underway, and an open house will be held Tuesday, March 12th for interested individuals. Mead & Hunt will be forming committees to kick off planning sessions.

The 2024 Janboree at the airport was a huge success with about 750 individuals attending. This continues to be one of the largest events for the city's efforts.

Aimee Scrima, Ops Supervisor reports that she was offered the Airport Director position at Southern Wisconsin Regional Airport in Janesville. Her last day will be February 29th at Waukesha. The Commission wished he well and thanked her for all her contributions to Waukesha County Airport.

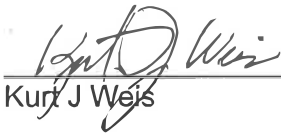
Future Commission Items.

None.

Adjourn Meeting.

Motion to adjourn offered by Commissioner Lorenz. and second offered by Commissioner McCauley.
Motion carried unanimously. Meeting adjourned at 9:00 a.m.

Respectfully Submitted,



Kurt J Weis

Secretary
Waukesha County Airport Operations Commission