

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, July 10, 2019 – 8:00 a.m.

Waukesha County Airport

Terminal Building Conference Room

2525 Aviation Drive

In Attendance

Commissioners: Mike Crowley, Abby Lorenz, Shawn McCauley, Kurt Weis, Steve Betzler

Staff: Kurt Stanich, Matt Grenoble

Others: Nick Read, Mike Stein

Approve/Modify Meeting minutes of June 12, 2019.

Motion to approve the meeting minutes by Commission Lorenz. Second by Commissioner McCauley.
Motion Carried.

Approve/Modify Meeting minutes of June 19, 2019.

Motion to approve the meeting minutes by Commission McCauley. Second by Commissioner Lorenz.
Motion Carried.

Public comment/correspondence

Airport management received a letter from Briggs and Stratton Chief Pilot, Brian Bockholt, concerning the condition of some of the taxiway and hold short-markings around the airport. Airport Manager Stanich explained how the airport gets assistance from the WI Bureau of Aeronautics (BOA) for painting projects such as this. The airport reached out to the BOA last year and was put on a project list. It was supposed to be completed in fall of 2018 but they ran out of time before winter. The airport received an update from the BOA recently and the project is supposed to start within the next couple of months, but they do not have an exact timeframe.

The Commission expressed interest in drafting a letter to be sent along with Mr. Bockholt's letter to the BOA in an effort to expedite this project. Airport staff is also getting quotes from County Highway for repainting.

Chairman's Report

Commissioner McCauley is up for reappointment.

Operations Report.

Fuel Farm Flowage: Jet A fuel is down about 14% compared to this month last year, and up 11% overall. A year-to-date analysis shows an increase of .3% of 100LL and an increase for Jet A deliveries, up 10% overall.

Tower Operations: June shows an increase of about 18% in operations overall, likely due to the weather. General Aviation is up approximately 20% and reflects a decrease in air taxi of 17% compared to June 2018. Tower operations, year-to-date, shows an increase of 2% overall. A May 2019 comparison with similar airports shows Janesville with a large spike in operations. This was due to the airport hosting an intercollegiate flight competition. Airport staff will begin working with the Waukesha Visitor's Bureau to see about bidding to host this event in the future.

The FAA completed their project to relocate the glide slope access road. This is now accessible from Taxiway A rather than from Runway 10/28. Contractors only need to come repair some small ruts they created in the safety area.

Ruts created by snow removal equipment and the Citation incident were also repaired during a one hour runway closure.

Manager's Report.

Intern, Ruben Prinsloo, will be completing his internship at the end of this month. He has been a tremendous help around the office and on the airfield. Airport staff is considering advertising for the internship beginning in 2020.

There is a possible presidential visit to the Milwaukee area this Friday, which may impact the airport's operations. It may also impact the Ageless Aviation event that is planned.

The Wisconsin Aviation Hall of Fame induction of Alfred Gorham, a Tuskegee airman, is coming together with a visit from a "Red Tail" P-51 Mustang along with events at the airport and downtown Waukesha. Airport staff has been working with the City of Waukesha and Carroll University, who have been very supportive. The airport is supporting with \$3,000 as well as with staff time for the planning of this event.

Airport staff is planning the Pit Stop to Oshkosh event which will include a food truck and reduced fees from the FBOs.

The Waukesha County Fair begins next week. The Airport is sponsoring the night drone event with \$1,000 and staff time.

Budget planning is wrapping up. The Airport is proposing a \$0 tax levy budget. They are also still working with the Department of Administration on the plans to take over the management of the County owned T-hangars.

Commissioner McCauley offered up hangar space in Quad Graphic's hangar for the P-51 if needed. He also offered to reach out to his alma mater, University of North Dakota, about potential help with flight instructors because both flight schools here have been struggling to employ full time instructors.

Future Commission Items

Commissioner Lorenz suggested a future agenda item for a dialog on how to encourage more students to come to the airport for tours and bring more attention to aviation as a potential career.

Commissioner Crowley asked Kurt Stanich for an update on the marketing plan. Stanich stated that we no longer have a plan with Meta4 but that we still have a marketing budget of \$5,000. That pays for Meta4's time for Public Information. The rest of the airport marketing is handled by Aimee Scrima.

Adjourn Meeting

Motion to adjourn by Commissioner Lorenz. Second by Commissioner Weis. Motion carried unanimously. Meeting adjourned at 8:38 a.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Kurt J. Weis", is written above a horizontal line.

Kurt J Weis

Secretary

Waukesha County Airport Operations Commission