

## MEETING MINUTES

### AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, April 10, 2019 – 8:00 a.m.

Waukesha County Airport

Terminal Building Conference Room

2525 Aviation Drive

#### **In Attendance**

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

Excused: Kurt Weis

Staff: Kurt Stanich, Aimee Scrima

Others: Nick Read, Chris Stein, Darryl Enriquez

#### **Approve/Modify Meeting minutes of March 13, 2019.**

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

#### **Public comment/correspondence**

Airport staff received an open records request from Mike Kurgen at Atlantic Aviation, requesting the latest Stein's Aircraft Services agreement with Waukesha County. To date, there is no signed agreement and a response was sent to Atlantic Aviation.

#### **Chairman's Report**

None.

#### **Discussion and action on Special Use Agreement between Waukesha County and the Commemorative Air Force, Wisconsin Wing for Gathering of Warbirds**

The Commemorative Air Force – Wisconsin Wing wishes to utilize Waukesha County Airport to host their Gathering of Warbirds event, in its third year. This Special Use Agreement itemizes the requirements for an event like this- set forth by the FAA, Waukesha County's Corporation Counsel and Risk Management Divisions.

Motion to approve the special use agreement by Commission Lorenz. Second by Commissioner McCauley. Motion Carried.

#### **Discussion and action on Land Lease Agreement between Jupiter Condominium Association, Inc and Waukesha County for 684 Northview Road.**

The land lease holder has had time to review the land lease agreement and Waukesha County Corporation Counsel and Risk Management have reviewed the language.

Motion to approve the land lease agreement by Commission Lorenz. Second by Commissioner McCauley. Motion Carried.

#### **Presentation on the 2018 Annual Report.**

Airport Manager, Kurt Stanich, provided the Airport Operations Commissioners with a summary of the 2018 activities by the Commission, covering details including but not limited to: development, economic

impact, and budget summary. This report will be provided to the Waukesha County Board of Supervisors from the Waukesha County Airport Operations Commission at their June meeting.

**Discussion and action on Drone Threats & Strategies Event hosted by Waukesha County Airport.**

Since 2017, airport staff and Commissioners have received a steady stream of briefings on drone threats from Terra Vigilis, a local drone technology, detection, and mitigation systems implementation and training company. Commissioner Betzler proposed that the airport host an event with local stakeholders to initiate best practices as it relates drone threat detection and mitigation strategies.

Motion to conceptually approve an event on drone threats and strategies by Commission McCauley. Second by Commissioner Crowley. Motion Carried.

**Operations Report.**

Fuel Farm Flowage: Jet A fuel is down about 14% compared to this month last year, and there were no 100 LL deliveries. A year-to-date analysis shows a slight decrease of 100LL and a slight increase for Jet A deliveries, up 7% overall.

Tower Operations: March shows a decrease of about 10% in operations overall, likely due to the weather. General Aviation is down approximately 11% and reflects an increase of air taxi of 9% compared to February 2018. Tower operations, year-to-date, shows an increase of 4% overall, reflecting a decrease of 27% in military operations. A March 2019 comparison with similar airports shows Waukesha's operations behind Kenosha and Waukegan.

**Manager's Report.**

The airport's popular summer event- Food Truck Fridays- will kick off May 24, 11am-1:30pm.

Airport staff are finalizing the items to be completed from the 2018 ramp project.

Waukesha County staff along with the FAA, Wisconsin BOA, City of Waukesha will be meeting on Friday, April 12 to make final decisions about the Runway Safety Area project moving forward which will hopefully allow for the completion of the design in 2019 and construction in 2020 and 2021.

**Future Commission Items**

None.

**Adjourn Meeting**

Motion to adjourn by Commissioner Lorenz. Second by Commissioner Betzler. Motion carried unanimously. Meeting adjourned at 8:53 a.m.

Respectfully Submitted,

  
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Kurt J Weis

Secretary  
Waukesha County Airport Operations Commission