

## MEETING MINUTES

### AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, February 14, 2018 - 8:00 a.m.

Waukesha County Airport  
Terminal Building Conference Room  
2525 Aviation Drive

#### **In Attendance**

Commissioners: Mike Crowley, Gary Glojek, Kurt Weis

Excused: Steve Betzler

Staff: Kurt Stanich, Matt Grenoble, Aimee Scrima, Annette Krznarich

Others: Nick Read, Abby Lorenz

#### **Approve/modify meeting minutes of December 13, 2017**

Motion to approve meeting minutes from December 13, 2017 by Commissioner Weis.

Second by Commissioner Glojek. Motion carried.

#### **Approve/modify meeting minutes of January 9, 2018**

Motion to approve meeting minutes from January 9, 2018 by Commissioner Weis.

Second by Commissioner Glojek. Motion carried.

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

None.

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

Abby Lorenz is soon to be newly appointed Airport Operations Commissioner pending approval by Waukesha County Board. Her official start date will be in March. Operations Commission is looking forward to having her join.

#### **Ordinance 172-O-075 discussion and action**

[Fund balance transfer for air traffic control tower equipment acquisition]

Matt Grenoble stated the need to replace the current tower voice recorder and GPS Time Sync at the cost of approximately \$20,000.00. The current equipment is out of date and will no longer be supported by the manufacturer. There have been 2 malfunctions in recent months and the current repair company suggested replacing as soon as possible to avoid noncompliance as the equipment may be unrepairable should they fail again.

Matt also stated the need for an additional air conditioner for the tower IT room at the cost of approximately \$10,000.00. The room is not sufficiently cooled by the current unit. To resolve in the past the door was propped open. Current FAA recommendations state that the door should be closed and locked for security.

The Department of Administration budget team recommends the ordinance for a fund balance transfer to pay for the new equipment.

**Motion to approve** by Commissioner Glojek. Second by Commissioner Weis.

Motion carried unanimously.

Airport staff is working on their 2017 Annual Report. Commissioners can expect to review this in the coming months.

Moreland Aviation Advisors hopes to introduce a new hanger concept to Waukesha County Airport users. The proposed will be T hangers with solar panels. Initial purchase price will be approximately \$150,000.00 with operating costs of approximately \$150.00 per month.

Kurt Stanich is working on 2019 budget preparations.

**Future Commission Agenda Items**

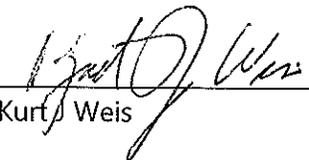
Follow up on Airport Equipment acquisition of voice recorder with GPS sync, and tower equipment room air conditioner.

**Adjourn Meeting**

Motion to adjourn by Commissioner Weis. Second by Commissioner Glojek. Motion carried unanimously. Meeting adjourned at 8:49 a.m.

**Next Meeting: Wednesday, March 14th, 2018, 8:00 a.m.**

Respectfully Submitted,

  
Kurt J. Weis

Secretary  
Waukesha County Airport Operations Commission