

MEETING MINUTES
AIRPORT OPERATIONS COMMISSION MEETING

Wednesday, March 8, 2023 – 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, Aimee Scrima, Sarah McCalvy
Staff: Kurt Stanich, Maddie McLennand
Others: Jason Curran, Sue Davies, Sean Donham, Phill Holcomb, Brandon Rissley, Don Shine, Chris Stein, Dustin Urban

Public comment/correspondence.

None.

Approve or Modify Meeting Minutes from February 8th and February 22nd, 2023.

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

Chairman's Report.

None.

Discussion and Action on Hangar Land Lease Agreement between Kendal Aviation, LLC and Waukesha County for 2741 Aviation Dr.

Motion to approve offered by Commissioner Betzler and second offered by Commissioner Lorenz. Motion approved unanimously.

Discussion and Action on Assignment and Assumption of Lease with Consent of Lessor between Anthony A. Buechler and Kristine K. Walker-Buechler Joint Revocable Trust and KUES Bat Cave, LLC for 530 Northview Rd.

Motion to approve offered by Commissioner Lorenz and second offered by Commissioner Betzler. Motion approved unanimously.

Discussion and Action on sign request by Spring City Aviation.

Motion to approve offered by Commissioner Betzler and second offered by Commissioner Chairman Crowley. Motion approved unanimously.

Presentation by Capital Flight

Absent.

Operations Report.

February 2023 Fuel Farm Flowage: Jet A fuel sales decreased by 17.91% in February 2023 compared to February 2022. Jet A fuel sales increased by 99.98% in February 2023 compared to February 2022. Overall total gallons are down -10.62%.

Tower Operations: Total Traffic increased by 11.45% compared to February last year. General Aviation increased by 10.83%, Air Taxi increased by 16.32% and there were 28 military aircraft, in February 2023 compared to 14 in 2022.

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

Manager's Report.

Airport Manager is working with Corporate Council and hangar owners on updated lease agreements that about to expire or expired. This will be a priority during the next few months. The FAA in 2016 passed new hanger usage guidelines and some tenants are requesting that Waukesha County Airport reference those guidelines in Waukesha County standard land lease agreements. Corporate Council going back and forth on whether or not to follow FAA Guidelines or make agreements more restrictive. Airport manager working with County and tenants on these items.

Food Truck Friday will be happening again this year and will be sponsored to cover administrative costs.

Airport working with the Bureau of Aeronautics regarding runway safety project. Land and easements must be under contract by September 30, 2023 to receive federal funding for 2024 design of road. If deadline not met, the design would move to 2025. This began in 2003 and project should be a 5-10 year project. Airport manager working on new tactics.

Terminal parking lot project construction will begin late April to early May depending on the ground.

Snow removal continues to be over budget and final bill are being paid to contractor. Airport Manager still looking to bring this in-house. Airport was asked by the County to cut \$190,000. Currently the airport has found \$50,000 in cuts and running very tight. To date, the airport has canceled contracted landscaping and marketing work among other items. Temporary worker was not hired during Ops maternity leave.

Future Commission Items.

Skycom and 507 Bluemound Leases

Adjourn Meeting.

Motion to adjourn offered by Commissioner Chairmen Crowley and second offered by Commission Lorenz. Motion carried unanimously. Meeting adjourned at 8:50 a.m.

Respectfully Submitted,


Kurt J Weis

Secretary
Waukesha County Airport Operations Commission