

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING APRIL 6, 2016 - WEDNESDAY - 8:00 a.m. WAUKESHA COUNTY AIRPORT TERMINAL BUILDING CONFERENCE ROOM 2525 AVIATION DRIVE

In attendance-

Commissioners: Mike Crowley, Steve Betzler, Mike Payne

Excused: Aldo Madrigrano, Kurt Weis

Staff: Kurt Stanich, Matt Grenoble, Aimee Scrima

Others: Jim Singer, Ray Dalman, Arlen Lattina

Approve/modify meeting minutes of March 9, 2016.

Motion to approve meeting minutes from March 9, 2016 by Commissioner Betzler.

Second by Commissioner Payne, motion carried.

Public comment/correspondence.

None.

Chairman's Report.

None.

Discussion and action on Pewaukee Height Limitation Zoning Ordinance (HLZO) variance request by Eco-Site.

The HLZO encompasses a roughly three nautical mile radius around the airport. This ordinance is in place to give pilots as much room as possible should there be issues in flight and also protects the structures and people on the ground.

Should a structure be built and would penetrate the HLZO a variance request must be approved by the Airport Commission, Board of Adjustment and the Waukesha County Board.

Currently, Eco-site, representing Verizon Wireless, has existing cell antennas on the Pewaukee Water Tower. With the new tower, there will not be accommodations made for wireless antennas like these.

In accordance with the FAA and the Bureau of Aeronautics (BOA), land use compatibility issues arise when determining funding for projects. Airport staff make every effort to protect the airspace and uphold ordinances such as the HLZO. Previously, the Commission has been successful in removing obstructions that penetrated the HLZO.

Motion to deny Pewaukee Height Limitation Zoning Ordinance (HLZO) variance request by Eco-Site by Commissioner Crowley.

Second by Commissioner Payne, motion carried.

Discussion and action on Hangar 524 Northview Road Lease Agreement between Hangar One, LLC and Waukesha County.

Discussion and action on Hangar 526 Northview Road Lease Agreement between Hangar One, LLC and Waukesha County.

Discussion and action on Hangar 532 Northview Road Lease Agreement between BBS Investments and Waukesha County.

Discussion and action on Hangar 536 Northview Road Lease Agreement between Spring Bank and Waukesha County.

Spring City Aviation is an approved Aeronautical Service Provider and would like to renew several hangar leases on the airfield. However, they have not yet agreed to the terms of this lease and have requested to table this request until the May Commission meeting.

Motion to table discussion and action on Hangar 524, 526, 532 and 536 Northview Road Lease Agreements by Commissioner Betzler.

Second by Commissioner Payne, motion carried.

Discussion and action on Ordinance to Approve FBO Operating Agreement between Waukesha Flying Services, INC DBA Atlantic Aviation and Waukesha County.

Airport staff have not received final approved agreement from Atlantic Aviation.

Motion to table discussion and action on Ordinance to Approve FBO Operating Agreement between Waukesha Flying Services, INC DBA Atlantic Aviation and Waukesha County by Commissioner Betzler.

Second by Commissioner Payne, motion carried.

Presentation of 2015 Airport Annual Report and 2016 Airport Business Plan

The Annual Report is a summary of airport commission activities and airport happenings which is presented to the Waukesha County Board prior to budget season each year. Included are items the Waukesha County Airport Operations Commission has voted upon, operational highlights, facility upgrades, 2015 runway reconstruction project and a budget breakdown.

The 2016 Airport Business Plan supplements the existing strategic plan for the Department of Public Works. It reflects the core values of Waukesha County, includes operational background, SWOT Analysis, economic impact study and details of goals, objectives and tasks to remove the airport from tax levy. Lastly, a financial summary is included to detail this ultimate goal.

Operations Report.

Fuel Farm Flowage: deliveries for Jet A are down approximately 28% for March 2016 compared to March 2015. Overall year-to-date deliveries for February are down approximately 33%. Fuel flow reflects both FBOs fuel uploads to their fuel farms.

Tower Operations: March operations for air taxi are down 33% and general aviation operations are down slightly from March 2015. Military operations for the month of March are down with the influx of last month's traffic. Overall operations are down approximately 12% year-to-date.

Waukesha Airport ranks third overall for operations regionally for to date for 2016 in comparison with surrounding airports Kenosha and Oshkosh.

Warmer weather means more wildlife on the airfield. Matt Grenoble, Airport Operations Supervisor, places the coyote decoy at various places on the airfield and near a pond at Waukesha County Fleet to assist in wildlife management.

Airport Managers Report.

Congratulations are in order for Commissioner Mike Payne who was recently named an Emerging Leader by the Waukesha County Business Alliance; this award will be presented on May 13th.

Waukesha County Airport welcomes Beau Seabourn, the new Air Traffic Control Tower Manager.

Future Commission Agenda Items.

None.

Adjourn Meeting.

Motion to Adjourn by Commissioner Betzler, second by Commissioner Payne, motion carried.

Meeting adjourned at 9:10 a.m.

Next Meeting: Wednesday, May 11, 2016 at 8:00 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Mike Payne".

Mike Payne
Secretary
Waukesha County Airport Operations Commission
March 15, 2016