



Winnebago County

The Wave of the Future

**AVIATION COMMITTEE MEETING MINUTES
WEDNESDAY, JANUARY 8, 2025**

A. Call to Order

Supv. Frassetto called the meeting to order at 8:00am

B. Public Comments within the Jurisdiction of the Committee

None

C. Approval of Minutes

1. December 4th, 2024, Meeting Minutes

Motion by Supv. Lutz, seconded by Supv. Paterson to approve the December 4th, 2024, Meeting Minutes. . Yes 3, No 0, Abstained 0

Supv. Gabert not present

Supv. Hinz arrived at 8:30 am

D. Director's Report

1. Hangar 13 Demo Update

Mr. Schell advised that we are currently open for firms to send in their submissions for the Hangar 13 Demolition. Once the submittals have been received, there's a process for evaluating each submittal. We will work with our Facilities Department and Facilities Director for selecting the firm to perform this work. Once a firm has been selected, Mr. Schell anticipates moving forward and getting a bid package together the early part of this year. Supv. Lutz questioned what was budgeted for the hangar demolition. Mr. Schell answered that we will be looking at all of our options and what's most cost effective to provide a usable site at the end of the project.

2. Hangar Waiting List Update

Mr. Schell reminded the committee that we have been looking at different avenues to more efficiently manage our hangar waiting list and vacancy filling process for the hangars that the airport owns. We are currently working with our IT Department to see what they might be able to create as far as a software solution to help us manage our waiting list internally and also our vacancy filling process. Mr. Schell stated that we are not actively pursuing any outside entities, but that's dependent on the outcome of what we can figure out with the IT Department.

Mr. Schell shared that there is another company that has come forward to offer their software solution to us indefinitely at no cost to the county. While this software is very functional, we also need to be cognizant of sharing data with an outside entity. Wisconsin Act 235 has additional provisions for blocking certain information for judicial officers. Mr. Schell stated that we don't want to be the portal for any type of negative action attaching itself to unsuspecting individuals. Their privacy is assumed and it's our job to make sure they have that.

3. Control Tower Operating Hours

Staff has had discussions with Tower Management on this topic for the last few years. Historically and currently the traffic control hours are 6:00 am to 10:00 pm daily. Mr. Schell advised that it was decided to implement a tower operating hours change, which would be seasonal. This eliminates the final hour of operation from 9:00 pm to 10:00 pm daily only for the winter months. Mr. Schell shared data provided from our control tower over the past three years showing an average of one aircraft operation every three and a half days from the first of November to the middle of March annually in that hour of the 9:00 pm to 10:00 pm block. The airport, in consultation with Air Traffic Control, and the FAA have decided to move forward with a seasonal hours operation change. It would take effect February first of this year and run only until March fifteenth of this year. Mr. Schell summarized the annual change of operation hours will be November 1st to March 15th annually. March 16th through October 31st will be regular operating hours of 6:00 am to 10:00 pm. This change will have no effect on AirVenture staffing, which is unique to this airport. Mr. Schell added that there will be a NOTAM for the tower hours operational change as well as emails to our tenants and users. What it really comes down to is during our peak times, this will allow the tower and their staffing to overlap more and have more focus on those peak times with having a couple controllers versus one controller at night when there is minimal activity. Supv. Frassetto questioned the amount of staff in the tower currently. Mr. Dyni, Tower Manager, answered that we currently have five controllers, which is up two from the last couple of years. Supv. Paterson questioned the effect on air space and wondered if it would affect any of the flights that want to come into the airport. Mr. Schell answered that it becomes uncontrolled airspace. It is run by the pilots at that point, so it really doesn't effect the operations at the airport. The airport is still open, even when the tower is closed.

4. Update on Agricultural Lease with EAA at a rate of \$325 per acre per year for a total of \$26,325 annually.

Mr. Locke advised that we opened bids for the parcels of land that are on the south end of the airport back in December. EAA was the high bidder, the only bidder at \$325.00 per acre. Previously it was \$301.00 per acre, which is an increase of \$1,920.00 per year. Mr. Locke added that this is a three-year term for the approximately 81 acres.

5. 2024 Year in Review Slideshow

Mr. Schell stated that this is an annual slideshow that depicts what has taken place at the airport in the previous year.

E. Business Items

Action may be taken on any business items.

None

F. EAA Report

Mr. Elliott shared that there is a solid line up coming together for AirVenture this year. Innovative elements coming together such as electric flight, unmanned aircraft, and several new companies that are interested in flying their latest technologies.

G. Committee Chair's Report

None

H. Communications Shared by Committee Members

None

I. Items for Next Agenda

Suggestions from committee members for items to be addressed on a future agenda

Supv. Frassetto had a general question regarding heated hangars. He wondered if we had looked at existing hangars to see if we could insulate some current hangars. Mr. Schell stated that we have not looked at that option.

Supv. Hinz wondered if there was a demand for heated hangars. Mr. Schell confirmed that there

is.

J. Next Meeting Date

February 5, 2025

K. Adjourn

Motion by Supv. Lutz, seconded by Supv. Frassetto to Adjourn. . Yes 4, No 0, Abstained 0

Supv. Gabert not present

Meeting adjourned at 8:52 am