



Winnebago County

The Wave of the Future

**AVIATION COMMITTEE MEETING MINUTES
WEDNESDAY, MARCH 5, 2025**

A. Call to Order

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

B. Public Comments within the Jurisdiction of the Committee

None

C. Approval of Minutes

1. Approval of February 5, 2025 Meeting Minutes

Motion by Supv. Lutz, seconded by Supv. Frassetto to Approval of February 5, 2025 Meeting Minutes. . Yes 5, No 0, Abstained 0

D. Director's Report

1. Hangar 13 Demo Update

Mr. Schell turned this update over to Mr. Locke. Mr. Locke shared that Martin and Riley were the winners of the bid for their RFP, and they began their survey of the building. They're anticipating about an eight-month project period with the contract bid going up in about three months. Mr. Elder with our Facilities Department added that the water has been shut off to the hangar, the electrical has been disconnected, and they are working with WPS currently to move the gas meter.

Supv. Hinz wondered where this leaves this building during AirVenture. Mr. Schell shared that this concern has been communicated to Martin and Riley and the bid will be specific as to what can be done either before or after AirVenture convention.

2. 2025 T-Hangar Project Update

Mr. Schell updated that on February 25, 2025, the funding request to the county board for the county share of the T-Hangar Project was approved. It was approved in the amount of \$455,000.00, which is the requested amount for construction dollars. The county's portion is about 16% of the total construction cost. The remaining cost is supplemented by grant funding for the project itself. Bids for this project will be opening tomorrow, March 6, 2025. Once that happens, there's a fairly lengthy process on the Bureau of Aeronautics to get all of their processes done prior to a grant application into the FAA. Most of the grant dollars are federal, so the FAA dollars will be applied for through grant application no later than June 1, 2025. Once that grant application is in, the FAA has about ninety days before they'll come back with a grant. It could be sooner, but they've got a lot of funding they are trying to get out prior to the end of their fiscal year. This timeframe puts us into the months of August or September. The Federal fiscal year ends September 30th, so the contract is set up to have the contractors hold their prices until October 3rd. Mr. Schell stated that our goal is to get this project going in the fall to get everything done with the groundwork so they can start erecting steel throughout the winter. We're pushing to get this done.

Supv. Hinz questioned if the bidding process was following the current approved bidding

process that was passed through our county ordinance for public works projects. Mr. Schell stated that the Bureau of Aeronautics bids these projects out on our behalf and they have state requirements that they have to follow. Mr. Elder shared that he believes the Bureau of Aeronautics follows both state statutes and county ordinance. He added that this can be verified again specifically.

E. Business Items

Action may be taken on any business items.

1. Authorize the Approval of \$205,000 Grant Funds to Replace the Air Traffic Control Tower Chiller in the 2025 County Budget

Mr. Schell advised that this project was originally budgeted in 2023 at a much lower cost. When we received the design work and cost estimate done, the cost came in quite a bit higher than the original allocated amount, so we've carried those funds over for two years now. That unused portion of the \$70,000.00 is now \$55,600.00. To supplement this we have \$205,000.00 of ARPA and CRRSAA funding. This is simply a budget amendment to accept that grant revenue to offset the additional expenditure.

Mr. Schell added that we will put this project out to bid following the Public Works Ordinance. Ultimately, we want to get this chiller replaced. We've had a number of failures in the system over the last few years and in the summer we can't afford to have the controllers working in 90-degree temperatures up in the tower cab. We're looking forward to getting this amendment approved and once it goes through P&F and the county board, we can then go out for bid on the project.

Motion by Supv. Hinz, seconded by Supv. Lutz to Authorize the Approval of \$205,000 Grant Funds to Replace the Air Traffic Control Tower Chiller in the 2025 County Budget. . Yes 5, No 0, Abstained 0

F. EAA Report

None

G. Committee Chair's Report

None

H. Communications Shared by Committee Members

Supv. Frassetto shared that he supports the market-based approach for the hangar rate study. He referenced an email that was sent out by airport tenant Mr. Last, who feels as though \$25,000.00 is a significant amount of money to spend on the study of hangar and land rent at airports. Supv. Frassetto believes this study will provide a broader picture of where we are with our rents and hopes for this information to help our director.

I. Items for Next Agenda

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

None

J. Next Meeting Date

April 2, 2025

K. Adjourn

Motion by Supv. Hinz, seconded by Supv. Lutz to Adjourn. . Yes 5, No 0, Abstained 0

Meeting adjourned at 8:25 am