

**MEETING MINUTES**  
**AIRPORT OPERATIONS COMMISSION MEETING**  
Wednesday, June 7th, 2023 – 8:00 a.m.  
Waukesha County Airport  
Terminal Building Conference Room  
2525 Aviation Drive

**In Attendance.**

Commissioners: Mike Crowley, Abby Lorenz, Shawn McCauley, Kurt Weis  
Excused: Stephen Betzler,  
Staff: Kurt Stanich, Aimee Scrima, Sarah McCalvy  
Others: Jason Curran, Sue Davies, Kaylyn Finn

**Public comment/correspondence.**

None.

**Approve or Modify Meeting Minutes from May 10th 2023.**

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

**Chairman's Report.**

None.

**Discussion and Action on Hangar Construction Plan for 2741 Aviation Drive.**

Motion to approve offered by Commissioner Weis and second offered by Commissioner McCauley.  
Motion approved unanimously.

**Discussion on Increasing Youth Participation in Aviation.**

Thorough discussion on needs. Outcome from discussion resulted in decision to create a PR/Marketing Taskforce lead by Commissioner Lorenz. Commissioner Lorenz will put together a one-page document regarding the scope.

**Operations Report.**

**May 2023 Fuel Farm Flowage:** Jet A fuel sales decreased by -18% in May 2023 compared to May 2022. 100LL sales decreased by -33% in May 2023 compared to May 2022. Overall total gallons are down -20%.

Tower Operations: Total Traffic increased by 14% compared to May last year. General Aviation increased by 10%, Air Taxi increased by 80% and there were 16 military aircraft in May 2023 compared to 10 in 2022.

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

Mowing and landscaping in full force.

**Manager's Report.**

Multiple concurrent projects underway. Terminal building roofing has begun and the parking lot expansion and rehabilitation construction is in progress and expected to be completed by August 2023. This is two months behind. Once terminal building roof is complete, the ATC tower roof addressed. The runway safety project has made major progress and is on track for Silvernail road construction to happen in 2024 and the runway to be worked on in 2025.

Capital Flight updated is that they anticipate to break ground in Fall of 2023 as they are currently working on financing.

Food Truck Friday stated June 2.

Airport is currently working on attaining more snow equipment to include a skid loader, case 650, forklift, and two multi-use broom trucks to further progress the possibly of bringing snow removal in house. Airport estimates \$193K to accomplish all in-house snow removal which includes \$50K of backfill for 2023 snow removal. It's estimated that snow removal will be \$430-\$450K next year. Commissioner Chairman Crowley states this is a invent to progress situation and that it takes resources to accomplish end goals.

Budget for 2024 is being put forth at this time. Airport Director intends to abolish current Analyst position and job description, and have HR rework an Airport Operation Supervisor job position and title to fully reflect the job.

Kudos to Derek Dziengel, Grounds Maintenance, for doing a great job on the grounds and maintenance upkeep.

Commissioner Lorenz commission ends in June 2023 and Commissioner Chairman Crowley states he will be reaching out to appropriate individuals to have Commissioner Lorenz's term reinstated and updated.

**Future Commission Items.**

None

**Adjourn Meeting.**

Motion to adjourn offered by Commissioner Lorenz and second offered by Commission McCauley.  
Motion carried unanimously. Meeting adjourned at 9:15 a.m.

Respectfully Submitted,

  
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Kurt J. Weis

Secretary  
Waukesha County Airport Operations Commission