

MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING

Tuesday, January 14, 2020 – 8:00 a.m.
Waukesha County Airport
Terminal Building Conference Room
2525 Aviation Drive

In Attendance

Commissioners: Mike Crowley, Steve Betzler, Abby Lorenz, Kurt Weis

Excused: Shawn McCauley,

Staff: Kurt Stanich, Aimee Scrima, Matt Hofeldt, Al Waterloo, Tom Derr, Mark Wesner, Nick Read

Approve/Modify Meeting minutes of December 11, 2019.

Motion to approve the meeting minutes by Commissioner Lorenz. Second by Commissioner Betzler.
Motion Carried.

Public comment/correspondence

None.

Chairman's Report

None.

Discussion and action on Land Lease Agreement between Waukesha County and Anthony A. Buechler and Kristine K. Walker-Buechler Joint Revocable Trust for 530 Northview Road.

Documentation was received yesterday from Corporation Counsel; it is under review by the trust.

Motion to approve subject to the final draft of lease the discussion and action by Commissioner Betzler.
Second by Commissioner Lorenz. Motion tabled.

Discussion and Action on the Assignment and Assumption between Patrick Tegeder and Patrick Aviation LLC and Waukesha County for 2325 Aviation Drive.

Motion to approve the assignment and assumption by Commissioner Lorenz. Second by Commissioner Weis. Motion carried.

Presentation by Capital Flight, LLC.

Capital Flight owner, Matt Hoeflet, presents to the Airport Operations Commission on their current business and future expansion plans at Waukesha County Airport/Crites Field.

Operations Report.

Fuel Farm Flowage: Jet A fuel sales increased 30.64% compared to this month last year. There were no 100LL deliveries in December compared to 2 deliveries in December 2018. A year-to-date analysis shows an increase of .24 percent for 100LL year to date and a 4.52 percent increase in Jet A deliveries.

Tower Operations: December traffic declined 11.66% over this month last year and is showing a slight increase of 0.21% over this time last year. General Aviation is holding a slight increase of .04%, air taxi decreased 2.95% while Military outperformed its 2018 numbers by 89.01% so far this year.

Regional airports Janesville and Kenosha, year-end operations.

Lighting system on the airfield have had issues have been addressed.

Airfield generator is not working. Currently utilizing a temporary one. Commissioners should expect a fund balance transfer request in the future.

Wildlife mitigation continue to be ongoing.

Manager's Report.

Snow Patrol sent a letter to Risk Management to address the RFP process and a timeline is being created.

Snow removal is going well. Last weekend's storm a unique one with the type of precipitation.

JanBoree: Waukesha Aviation Club will be doing weekday tours, Introduction to drones and advanced drone use. Saturday's event will include AOPA, EAA Young Eagle Flights, Gift of Wings from Milwaukee, Waukesha Aviation Club, Civil Air Patrol, CFI volunteers, Commemorative Air Force, Passport-type idea to receive a balsa wood glider. Enter into a drawing to win a discovery flight, donated items.

City of Waukesha have been a good partners.


Corporation Counsel meeting to timeline to enhance the best customer service through County's legal department. Lease agreements 90 days from initial issue to alert; County Board process – 120 days to get through.

Future Commission Items

Adjourn Meeting

Motion to adjourn by Commissioner Lorenz. Second by Commissioner Crowley. Motion carried unanimously. Meeting adjourned at 9:08 a.m.

Respectfully Submitted,



Kurt J. Weis

Secretary
Waukesha County Airport Operations Commission