

## MEETING MINUTES

AIRPORT OPERATIONS COMMISSION MEETING  
OCTOBER 12, 2016 - WEDNESDAY - 8:00 a.m.  
WAUKESHA COUNTY AIRPORT  
TERMINAL BUILDING CONFERENCE ROOM  
2525 AVIATION DRIVE

### In attendance-

Commissioners: Mike Crowley, Kurt Weis, Mike Payne

Excused: Aldo Madrigano, Steve Betzler

Staff: Kurt Stanich, Matt Grenoble, Aimee Scrima

Others: Warren Seil, Adam Artz, Jim Singer, Mike Kurgan, Nick Read, Beau Seabourn, Cameron Trefry

### Approve/modify meeting minutes of September 14, 2016.

Motion to approve meeting minutes from September 14, 2016 by Secretary Weis.

Second by Commissioner Payne. Motion carried.

### Public comment/correspondence.

None.

### Chairman's Report.

None.

### Discussion and action on hangar plans by Atlantic Aviation.

New hangar plans have been reviewed by Mead & Hunt and adhere to the standards of the FAA. Features of the new hangar include offices that can be accessed from the interior or the exterior of the hangar, increased parking, skylights, a larger footprint but with similar features as the existing hangar (color and style).

Parking needs have been accounted for and landscaping is purposefully lean. Signage will be minimal with just the building marker as Atlantic Aviation will still service clients at the Terminal Ramp. Construction to begin early next spring as they will pull the permit with the City of Waukesha in January. Mechanicals are located inside the hangar.

Motion by Commissioner Payne hangar plans by Atlantic Aviation.

Second by Secretary Weis. Motion carried.

### Operations Report.

Fuel Farm Flowage: Jet A fuel down 23% compared to last year this time. There were no 100LL deliveries this month. Overall, year-to-date fuel shows an increase in light of the construction project from 2015.

Tower Operations: A decrease in general aviation and air taxi numbers this month compared to last year, likely due to the weather. Year-to-date operations are up 14% for 2015. General aviation comparison to other Wisconsin airports shows Waukesha behind Kenosha and Oshkosh.

The ramp construction project was kicked off October 11 with safety training for all workers. There should be no impacts to normal airport operations.

The Canadian goose migration seems to be winding down.

**Airport Managers Report.**

Aimee Scrima, Administrative Specialist is back from maternity leave.

The ramp project is scheduled to be complete by December 2 this will include digging and setting the base course necessary for paving come spring 2017.

Waukesha County Airport and Facilities staff will be meeting with Atlantic Aviation's crew designing the terminal renovation later today. This will be presented to the commission once details are finalized.

Waukesha County Airport was a recipient of a national award by the American Pavers Association. This award will be received by airport staff in Austin, TX on December 1<sup>st</sup>. Commissioners are welcome to attend.

Airport staff is busy planning for 2017 events most notably, the U.S. Open hosted at Erin Hills Golf Course.

**Future Commission Agenda Items.**

None

**Adjourn Meeting.**

Motion to adjourn by Commissioner Payne.

Second by Secretary Weis. Motion carried.

Meeting adjourned at 8:25 a.m.

Next Meeting: November 9, 2016

Respectfully Submitted,



Kurt J Weis  
Secretary

Waukesha County Airport Operations Commission – October 12, 2016