

SHEBOYGAN COUNTY TRANSPORTATION COMMITTEE MINUTES

Sheboygan County Airport Department
Aviation Heritage Center – Conference Room
N6191 Resources Dr.
Sheboygan Falls, WI 53085

May 7, 2012

Called to Order: 9:00 A.M.

Adjourned: 9:41 A.M.

MEMBERS PRESENT: Richard Bemis, Mark Winkel, Jim Glavan, and Jack Van Dixhorn

MEMBERS ABSENT: Charlie Conrardy

OTHERS PRESENT: Greg Schnell, Tom Boyer, Adam Payne, Peggy Feider, Jim TeBeest, Lee Kunze, Tom Trester, Ron Burrows, and Ann Gottowski

The Sheboygan County Transportation Committee convened at 9:00 a.m. Chairman Bemis presiding. Chairman Bemis noted that the meeting was posted on May 3, 2012 at 8:15 a.m. in the lobby of the Administration Building in compliance with the open meeting law.

It was moved by Supervisor Winkel to approve the minutes of the April 16, 2012 Transportation Committee meeting. Motion carried.

The Committee reviewed the purchase orders. It was moved by Supervisor Winkel and seconded by Supervisor Van Dixhorn to approve and sign the Payment Voucher Reports for the Airport and Highway Department. Motion carried.

Commissioner Schnell advised the Committee of a letter regarding the WIS 23 Corridor Preservation Study and interim safety project scheduled for 2013. This item will be on the May 21, 2012 agenda.

Supervisor Peggy Feider congratulated and welcomed the new committee members and advised that she will be attending meetings in the future as she has constituents with an interest in the airport activities.

Tom Trester of Windway Capital expressed concern regarding gate number eight. After discussion it was determined Airport Superintendent Boyer will review the potential of leaving the gate open during the airport department hours of operation, and the replacement and/or repair of the gate and necessary funds will be pursued.

Ron Burrows of Burrows Aviation welcomed the new committee members, reported fuel sales are up, reservations are up, and the summer is looking o.k.

Commissioner Schnell introduced and welcomed Airport Superintendent Tom Boyer to employment.

Supervisor Winkel made a motion and Supervisor Glavan seconded the motion to approve any Transportation Committee member or any appointed Transportation Committee member to attend the monthly legislative breakfast meetings for the 2012-2014 term of office; all quarterly meetings of the Sheboygan County unit of the Wisconsin Towns Association; spring meeting of the Wisconsin County Highway Commissioner and Committeeman's Association Northeast Region; summer and winter road school of the Wisconsin County Highway Association; Wisconsin County Highway Director meetings; Railroad Consortium meetings; Wisconsin County Association Steering Committee meetings; joint Resources and Transportation Committee meetings. Motion carried.

Supervisor Winkel made a motion and Supervisor Glavan seconded the motion to recommend Charlie Conrardy serve on the Loss Prevention Committee. Motion carried.

Commissioner Schnell discussed the dates for the Wisconsin County Highway Association Summer Road School and attendance of Transportation Committee members. Supervisor Conrardy and Glavan will attend the June 4, 5, and 6th meeting with Commissioner Schnell.

Commissioner Schnell presented the highway department vehicle list and policy. Supervisor Winkel made a motion and Supervisor Glavan seconded the motion to approve the list and policy as presented. Motion carried.

Commissioner Schnell presented a request from the Village of Elkhart Lake for the closure of a portion of CTH "J" for a weekly Farmers Market from the first Saturday in June through October 15 each year, and for the Chamber's Annual Downtown Night on August 13, 2012. The Village provided the certificate of liability and has worked with the appropriate local officials. Supervisor Glavan made a motion and Supervisor Winkel seconded the motion to approve the request. Motion carried.

Commissioner Schnell presented a request from the Town of Mitchell for the closure of a portion of CTH "V" for a parade on May 19, 2012. The Town provided the certificate of liability and has worked with the appropriate local officials. Supervisor Winkel made a motion and Supervisor Van Dixhorn seconded the motion to approve the request. Motion carried.

Commissioner Schnell presented a letter to the Committee with regard to a funding request for boiler replacement at the main shop. After discussion Supervisor Winkel made a motion and Supervisor Glavan seconded the motion to select option 2 which requires the transfer of \$133,000 from the highway retained earnings account and to forward the request to the Finance Committee. Motion carried.

Commissioner Schnell advised that the draft resolution to combine the Highway and Airport Department was not available prior to the meeting. This item will be on the May 21, 2012 agenda.

Commissioner Schnell advised the Committee that work on CTH "A" from Howards Grove to CTH "M" started today; the asphalt plant is starting up next week; the parking lot extension at the main shop is in process and crackfilling will be performed on I-43 in the area of the closures.

Supervisor Winkel made a motion and Supervisor Van Dixhorn seconded the motion to recommend Supervisor Glavan and Tom Boyer for appointment to the Airport Advisory Committee. Motion carried.

Airport Superintendent Boyer presented the airport department vehicle list and policy. Supervisor Glavan made a motion and Supervisor Winkel seconded the motion to approve the list and policy as presented. Motion carried.

Airport Superintendent Boyer presented a letter from Lee Kunze requesting permission to operate an Aircraft Sales and Brokerage operation at his existing hanger at the airport. During the discussion it was noted that this has been occurring for years without the approval of the Transportation Committee, Mr. Kunze is now requesting permission to continue this operation. Supervisor Winkel made a motion and Supervisor Glavan seconded the motion to approve the request. Motion carried.

Airport Superintendent Boyer discussed the wildlife on airport grounds. The USDA (United States Department of Agriculture) recommended that a wildlife study be conducted at the airport. The study will provide management options for each hazardous wildlife species observed during the survey and recommendations to reduce the threat of wildlife to aircraft at the airport. Superintendent Boyer indicated staff continues to use devices to drive the wildlife off the grounds, and that there is a permit that allows staff to exterminate wildlife if necessary.

The Committee accepted the first quarter variance report for information purposes.

Commissioner Schnell advised the Committee that Airport Superintendent Boyer will be working with his staff to get up to speed on airport operations; there will be a learning curve and Tom is up to the challenge; there is an area of new construction left over from the 2011 construction that may need to be re-seeded, this will be monitored. In addition, there is an outlying area that will need new barbed wire and posts put up to deter the wildlife from encroaching on the airport grounds.

Motion by Supervisor Winkel and seconded by Supervisor Glavan to adjourn at 9:41 A.M. Motion carried.

Ann Gottowski
Recording Secretary

Charles Conrardy
Committee Secretary