

Rock County, Wisconsin



Airport Board Meeting  
Monday, May 18, 2020 at 8:00 a.m.  
Southern Wisconsin Regional Airport Terminal Conference Room  
1716 W. Airport Rd.  
Janesville, WI 53546

BOARD MEMBERS ARE WELCOME TO ATTEND IN PERSON OR VIA ZOOM

THE PUBLIC IS INVITED TO ATTEND VIA TELECONFERENCE ONLY

Join Zoom Meeting

<https://us02web.zoom.us/j/82108703514?pwd=Wmd6dE5aeU5mWWJGdU9CckxGQjVwdz09>

Meeting ID: 821 0870 3514

Password: 020328

One tap mobile

+13017158592,,82108703514#,,1#,020328# US (Germantown)

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Dial by your location

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Meeting ID: 821 0870 3514

Password: 020328

Find your local number: <https://us02web.zoom.us/j/82108703514?pwd=Wmd6dE5aeU5mWWJGdU9CckxGQjVwdz09>

Join by Skype for Business

<https://us02web.zoom.us/j/82108703514?pwd=Wmd6dE5aeU5mWWJGdU9CckxGQjVwdz09>

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Board Members, please contact Cynthia at (608)757-5768 if you are going to be late or be unable to attend the meeting.

Airport Board Meeting  
Monday, May 18, 2020 at 8:00 a.m.

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes of February 17, 2020
4. Election of Airport Board Vice Chair
5. Establish future Airport Board meeting dates/times
6. Citizen Participation, Communications, Announcements, and Information
7. Consent Calendar
  - a. Transfers
  - b. Review of payments December 2019, February, March, and April 2020
8. Updates, Discussion and Possible Action
  - a. Airport Minimum Standards
  - b. Storm Water Runoff
  - c. FAA Request for Conference Room on June 22, 2020
  - d. Conference Room Use
  - e. Collateral Assignment of Lease for Helicopter Specialties
  - f. First Addendum to Lease with William and Shelly Truax
  - g. Agreement between Southern Wisconsin Regional Airport, Ataraxis Holdings, LLC and Fox, LLC
  - h. Airport Director's Updates
9. Committee Requests and Motions
10. Next Meeting Date: To Be Determined
11. Adjournment

Rock County, Wisconsin



Airport Board Meeting - Minutes  
Monday, February 17, 2020 at 8:00 a.m.  
Southern Wisconsin Regional Airport Terminal Conference Room  
1716 W. Airport Rd.  
Janesville, WI 53546

Call to Order. Chair Fox called the meeting of the Airport Board to order at 8:00 a.m.

Airport Board Members Present. Supervisors Fox, Mawhinney and Richard, Mr. Eric Baker, Mr. Larry Barton, Mr. Dick Cope, Mr. Greg Johnson, Mr. Joe Quint, and Mrs. Katie Reese.

Members Absent. None.

Staff Members: Greg Cullen                      Airport Director  
                         Cynthia Hevel                      Airport Secretary II

Others Present: David Haas                      Burlington Development  
                         Russ Podzilni                      Chair, Rock County Board of Supervisors  
                         William Gempeler                      Interested Citizen  
                         Bonnie Cooksey                      Janesville Jet Center  
                         Everett Reese                      Elevation Air  
                         James Dillavou                      SC Aviation  
                         Jim Freeman                      HSI

Adoption of Agenda. Supervisor Richard and Mr. Cope moved the Agenda. MOTION CARRIED.

Approval of Minutes of January 20, 2020. Supervisor Mawhinney and Mr. Johnson moved the minutes as written. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. None.

**Consent Calendar**

Transfers. None

Review of Payments. The review for January was completed.

**Updates, Discussion and Possible Action**

Report on Attendance at Training that Exceeds \$1,000. Mr. Cullen stated that maintenance employee Kevin Smith attended a training in Milwaukee that cost \$1,400 last fall. The training was the only expense as Mr. Smith drove a county vehicle and did not claim meals.

Approve Lease with Kunes Aviation LLC. Supervisors Richard and Mawhinney moved the Lease. Mr. Cullen explained that King Capital sold one of their buildings to Kunes Aviation and Kunes Aviation is entering into a Lease agreement with the airport for the land. This is our standard lease. MOTION CARRIED.

Approve Lease with Burlington Development. Mr. Quint and Supervisor Fox moved the Lease. Mr. Cullen explained that because Mr. Kunes purchased the building referenced in the previous item, it has caused Jetson Aviation to restructure its business organization and remove the building located at 4618 S. Columbia Dr. from its current Lease. The building will now be owned by Burlington Development, Inc. This new Lease reflects these organizational changes of the business and puts the Lease into Burlington Development, Inc.'s name. MOTION CARRIED.

Approve Second Addendum to Lease with Jetson Aviation. Supervisor Mawhinney and Mr. Barton moved the Addendum. Mr. Cullen explained that this is the second part to the previous item. This addendum removes the building located at 4618 S. Columbia Dr. from Jetson Aviation's Lease. MOTION CARRIED.

Approve First Addendum to Corporate Lease with Regal-Beloit Flight Service, Inc. Supervisor Richard and Mr. Quint moved the Addendum. Mr. Johnson stated that he will be abstaining on this matter. Mr. Cullen explained that Regal-Beloit tore down their old building and built a new larger building within their leased area. The addendum is to adjust the payment amount based on the square footage of the new building. MOTION CARRIED on the following vote. Ayes - Supervisors Fox, Mawhinney and Richard, Mr. Baker, Mr. Barton, Mr. Cope, Mr. Quint, and Mrs. Reese. Noes – 0. Abstain – Mr. Johnson.

Approve Agreement for Warbird Appearance in Janesville, WI (KJVL). Supervisor Richard and Mr. Cope moved the Agreement. Mr. Cullen explained that this agreement was on the Agenda last month and approved, but when he provided the signed copy to the organizer, he was informed that the agreement he signed was not the current document. The only changes to the document from what the Board approved last month was the document date and an appearance by one of the aircraft. All other provisions remained the same. MOTION CARRIED.

Approve Request to Purchase Airport Signs. Supervisors Fox and Mawhinney moved the Purchase. Mr. Cullen stated that in last years' budget, he had requested and been given money to replace the directional signs on the airport. The project has been bid on and Mr. Cullen would like to award the project to La Crosse signs who bid the project under budget. MOTION CARRIED.

Approve Request to Purchase Maintenance Facility Garage Door. Supervisor Richard and Mr. Johnson moved the Purchase. Mr. Cullen said that like the airport signs, he requested a replacement garage door for the maintenance facility as the current door is having some issues due to age. This budget request was approved and the project went out to bid. Country Door of Janesville provided the lowest bid and can complete the job within 30 days. This project came in slightly over budget, but with the sign project coming in under budget, there will be enough funds to complete the project. Mr. Cullen recommends awarding the project to Country Doors. MOTION CARRIED.

Lease Language. Mr. Cullen stated that at last month's meeting, the subject of rate increases being capped at 4% came up, and at the Board's request, he did a little research into what other airports do. What he found is that everybody does things differently but most airports tie increases to the CPI. While most do not have caps, a few do; Waukesha airport has a 10% cap. Mr. Cullen also discussed SWRA's CPI and rate increase history. Since 1992 the CPI has only reached or exceeded 4% one time. Supervisor Fox asked Mr. Cullen what he thinks the airport should do and Mr. Cullen recommended that we follow the CPI. Mr. Barton stated that the reason he brought this matter up is that he wants to be sure we are being smart about increases and he doesn't think it's a good idea to have a cap on our increases. He also thinks that we have to be aware of what the aviation industry is doing when we consider increases. The economy could be booming while the aviation industry is in a slump. Supervisor Richard feels that by removing the cap, it may make it difficult for businesses to plan ahead. Discussion on the airport's costs going up more than 4% took place. Mr. Barton would like this on a future Agenda for action.

Airport Rules and Regulations. Mr. Barton and Mr. Johnson moved the recommendations for changes to the Airport's Rules and Regulations. Mr. Cullen recapped the process of the Airport Governance Committee's review of the Airport's Rules and Regulations and stated that the Board members have a list of the recommended changes in front of them (copy attached) but he will go through page by page to discuss each change. Mr. Cullen stated that the entire document was reviewed for formatting and typographical errors and several changes were made that are not detailed. Mr. Cullen then went through each change listed in the recommendations. Several topics of discussion took place.

Mr. Barton stated that he would like a change to Section 3.10 Derelict Aircraft. In addition to the change recommended by the Committee he would like the words "or parts" added after aircraft each time it is referenced and would like the words "including attorney's fees" added at the end of the last sentence in the section.

Mr. Cullen mentioned that members of the City of Janesville Fire Department were here during the discussion on Section 5 and the changes to that section were made per their recommendation. Also recommended by the City was for the airport to provide fire extinguishers at the end of the T-hangar buildings. The airport is in the process of making that happen.

Chair Fox called for a vote to approve the recommended changes to the Rules and Regulations as amended by this meeting. MOTION CARRIED.

Airport Director's Updates. Mr. Cullen told the Board that all discrepancies noted in our November 2019 inspection have been corrected and the FAA has provided a closeout letter to that effect. Mr. Cullen thanked Bonnie Cooksey and the Janesville Jet center for their fast response.

Mr. Cullen has been working for some time for the Airport to get its own Terminal Area Forecast (TAF). He has been notified that this will now happen. This can help pilots obtain pinpointed weather information to better plan and potentially save them money.

Mr. Cullen notified the Board that we received our quarterly water bill from the City of Janesville and the storm water portion of our bill has gone up substantially. The per unit cost is up 32% and our 2020 year end estimate is \$119,471.52. This is up from \$75,182.80 in 2019 and \$32,755 in 2016.

Mr. Cope stated that it seems as though the City just arbitrarily decides what to charge, and wondered who gives them the authority.

Chair Fox stated that he would like to see this on the Agenda and have County Administrator Josh Smith and Rock County Corporation Counsel Rich Greenlee here for the discussion.

Discussion on whether the county pays runoff for roads took place. Runways and taxiways are roads; they are infrastructure.

Committee Requests and Motions. None

Next Meeting Date. The next meeting of the Airport Board will be Monday, March 16, 2020, at 8:00 a.m.

Adjournment. Mr. Barton and Mr. Cope moved to adjourn at 8:50 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Secretary II

## Recommendations for Updates for Rules and Regulations - November 2019

| Page Number     | Section Number | Changes Made   |
|-----------------|----------------|--|
| Cover           |                | Add Revision Date  |
| Entire Document | All pages      | All formatting and page numbers have been adjusted to accommodate updates to document.   |
| 2               | Definition     | Aircraft: Added the word "the" between in air.   |
| 3               | Definition     | Added a definition for UA and UAS.   |
| 3               | Definition     | Ultralight: Delete the last sentence in the definition "This vehicle is not considered to be a general aviation aircraft as defined here; however, operation of an ultralight is considered an aeronautical activity."   |
| 3               | 2.1            | Correct the Rock County Ordinance from 96-8A-054 to 4.357 and deleted "Chapter 3". Changed "Janesville Chapter 14.08" to "Janesville Chapter 14".  |
| 3               | 2.1            | Update wording to allow simple signs such as "For Sale" in an aircraft.  |
| 4               | 3.2            | Re-worded sentence to confine operations to runways.   |
| 5               | 3.8            | Add "lbs." to weights for clarification.   |
| 6               | 3.10           | Corrected the grammar in the first sentence and added more specific remedies available to airport administration for the enforcement of derelict aircraft removal. Added the words "or parts" after each instance of the word "aircraft" when referencing derelict aircraft. |
| 6               | 4.1            | Change sentence from "no person may operate any motor vehicle on unleased Airport areas, movement, and non-movement..." to "no person may operate any motor vehicle on the Airport movement and non-movement ..."  |
| 9               | 4.9            | Added "Non-motorized vehicles are allowed to operate in non-movements areas only." to the end of the paragraph.  |
| 9               | 5.3            | Update Ordinance Number for Accuracy   |
| 9               | 5.5            | Update wording to be more specific regarding fire extinguisher requirements.   |
| 9               | 5.12           | Typographical error correction - change "of" to "or".  |
| 11              | 5.14           | Added "and/or bonded"  |
| 14              | 6.7            | Clarified language.  |
| 15              | a.             | Change 3.18 to 4.356   |

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF DECEMBER 2019**

| Account Number                        | Account Name    | PO#      | Check Date | Vendor Name                    | Description                    | Inv/Enc Amt     |
|---------------------------------------|-----------------|----------|------------|--------------------------------|--------------------------------|-----------------|
| 43-4453-4453-62119                    | Other Services  | P1902890 | 02/27/2020 | SSM HEALTH MEDICAL GROUP       | PRE EMPLOYMENT MEDICAL SERVICE | 377.00          |
| 43-4453-4453-62400                    | R & M Services  | P1902891 | 02/27/2020 | OSHKOSH AIRPORT PRODUCTS LLC   | SOLENOID AND DRAIN FOR AIRPORT | 670.94          |
| <b>Airport Maintenance PROG TOTAL</b> |                 |          |            |                                |                                | <b>1,047.94</b> |
| 43-4453-4454-67200                    | Capitla Improve | P1902884 | 02/20/2020 | WISCONSIN DEPARTMENT OF TRANSP | RUNWAY LIGHT REPLACEMENT PROJE | 1,125.40        |
| <b>Airport Capital PROG TOTAL</b>     |                 |          |            |                                |                                | <b>1,125.40</b> |

I have reviewed the preceding payments in the total amount of **\$2,173.34**.

Date:

Dept Head



Committee Chair



**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF FEBRUARY 2020**

| Account Number                           | Account Name     | PO#      | Check Date | Vendor Name                    | Description                    | Inv/Enc Amt     |
|--|------------------|----------|------------|--------------------------------|--------------------------------|-----------------|
| 43-4453-4110-62210                       | Telephone        |          | 02/13/2020 | AT AND T                       | JAN PHONE BILL                 | 102.58          |
|  |                  | P2000604 | 02/27/2020 | CHARTER COMMUNICATIONS         | FEB SERVICE TERM BLD           | 1,080.86        |
| 43-4453-4110-63100                       | Office&Misc Exp  |          |            |                                |                                |                 |
|  |                  | P2000616 | 02/27/2020 | US BANK                        | BINDERS & FILE FOLDERS         | 25.61           |
| 43-4453-4110-63205                       | Membership Dues  |          |            |                                |                                |                 |
|  |                  | P2000616 | 02/27/2020 | US BANK                        | GREAT LAKES AAEE               | 35.00           |
| 43-4453-4110-64200                       | Training         |          |            |                                |                                |                 |
|  |                  | P2000616 | 02/27/2020 | US BANK                        | WAMA CONF SMITH & CULLEN       | 198.00          |
|  |                  | P2000967 | 02/27/2020 | FOX VALLEY TECHNICAL COLLEGE   | REGISTRATION: GREGG ANDERSON   | 2,550.00        |
| 43-4453-4110-64918                       | Marketing        |          |            |                                |                                |                 |
|  |                  | P2000804 | 02/06/2020 | FOREMOST MEDIA INC             | 3 YEAR DOMAIN NAME RENEWAL FOR | 99.10           |
| <b>Airport Administration PROG TOTAL</b> |                  |          |            |                                |                                | <b>4,091.15</b> |
| 43-4453-4453-62160                       | Cleaning Contrac |          |            |                                |                                |                 |
|  |                  | P2000564 | 02/20/2020 | ALSCO INC                      | UNIFORMS                       | 87.00           |
|  |                  | P2000606 | 02/13/2020 | DIVERSIFIED BUILDING MAINTENAN | JAN CLEANING SERVICE           | 628.22          |
|  |                  | P2000622 | 02/27/2020 | JAYS BIG ROLLS INC             | AIR FRESHENERS                 | 22.50           |
| 43-4453-4453-62164                       | Disposal Service |          |            |                                |                                |                 |
|  |                  | P2000561 | 02/27/2020 | ACE PORTABLES INC              | PORTABLE TOILET RENTAL FEB     | 142.00          |
| 43-4453-4453-62201                       | Electric         |          |            |                                |                                |                 |
|  |                  |          | 02/27/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / FEB           | 2,955.24        |
| 43-4453-4453-62202                       | Water            |          |            |                                |                                |                 |
|  |                  |          | 02/06/2020 | CITY OF JANESVILLE             | WATER USE                      | 250.54          |
| 43-4453-4453-62203                       | Natural Gas      |          |            |                                |                                |                 |
|  |                  |          | 02/20/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / FEB GAS       | 1,596.68        |
| 43-4453-4453-62206                       | Sewer            |          |            |                                |                                |                 |
|  |                  |          | 02/06/2020 | CITY OF JANESVILLE             | SEWER                          | 229.96          |
| 43-4453-4453-62207                       | Storm Water      |          |            |                                |                                |                 |
|  |                  |          | 02/06/2020 | CITY OF JANESVILLE             | STORM WATER                    | 21,204.90       |
| 43-4453-4453-62290                       | Utility Services |          |            |                                |                                |                 |
|  |                  |          | 02/06/2020 | CITY OF JANESVILLE             | FIRE PROTECTION                | 261.58          |
| 43-4453-4453-62400                       | R & M Services   |          |            |                                |                                |                 |
|  |                  | P2000616 | 02/20/2020 | US BANK                        | REBUILD ALTERNATOR             | 128.00          |

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF FEBRUARY 2020**

| Account Number                        | Account Name     | PO#      | Check Date | Vendor Name                    | Description                    | Inv/Enc Amt      |
|---------------------------------------|------------------|----------|------------|--------------------------------|--------------------------------|------------------|
|                                       |                  | P2000771 | 02/20/2020 | SAR TECHNICAL SERVICES INC     | REPAIR RADIO 05474             | 330.52           |
|                                       |                  | P2000841 | 02/13/2020 | MAXXED OUT MOTORSPORTS         | TIRE REPAIRS FOR PLOW ON 16 AN | 435.00           |
|                                       |                  | P2000857 | 02/20/2020 | FOUR SEASONS REPAIR INC        | REPAIR STARTER SOLENOID FOR    | 105.36           |
| 43-4453-4453-63109                    | Other Supplies   |          |            |                                |                                |                  |
|                                       |                  | P2000602 | 02/20/2020 | AMERICAN INDUSTRIAL STEEL AND  | CUTTING CHRGE TRACTOR WEIGHTS  | 300.00           |
| 43-4453-4453-63501                    | Gas/Other Fuels  |          |            |                                |                                |                  |
|                                       |                  | P2000605 | 02/13/2020 | BROWN OIL CO INC               | JAN DIESEL FUEL                | 2,247.30         |
|                                       |                  | P2000615 | 02/13/2020 | KWIK TRIP EXTENDED NETWORK     | JAN FUEL                       | 371.83           |
| 43-4453-4453-63502                    | Oil/Grease/Other |          |            |                                |                                |                  |
|                                       |                  | P2000773 | 02/06/2020 | GREEN EARTH DEICER COMPANY INC | SHIPPING                       | 22,457.65        |
| 43-4453-4453-63503                    | Equip Parts      |          |            |                                |                                |                  |
|                                       |                  | P2000616 | 02/20/2020 | US BANK                        | PARTS FOR EQUIPMENT            | 233.71           |
|                                       |                  | P2000618 | 02/13/2020 | MID STATE EQUIPMENT JANESVILLE | PARTS FOR 20FT MOWER           | 145.26           |
|                                       |                  | P2000620 | 02/13/2020 | NAPA AUTO PARTS                | ALTERNATOR BELT                | 230.63           |
|                                       |                  | P2000866 | 02/20/2020 | MONROE TRUCK EQUIPMENT INC     | UPS SHIPPING COST              | 148.36           |
| 43-4453-4453-64900                    | Other Expenses   |          |            |                                |                                |                  |
|                                       |                  | P2000603 | 02/20/2020 | BJ ELECTRIC SUPPLY INC         | SUPPLIES                       | 164.21           |
|                                       |                  | P2000607 | 02/20/2020 | FASTENAL COMPANY               | SHOP SUPPLIES - PINS           | 118.34           |
|                                       |                  | P2000611 | 02/27/2020 | HARRIS ACE HARDWARE LLP        | BIT DRILL, WRENCH, TAP PLUG    | 126.08           |
|                                       |                  | P2000612 | 02/06/2020 | GRAINGER                       | PLUNGER & HOLDER               | 23.37            |
|                                       |                  | P2000616 | 02/27/2020 | US BANK                        | SOAP BOTTLES & BATTERIES       | 172.50           |
|                                       |                  | P2000620 | 02/13/2020 | NAPA AUTO PARTS                | SHOP SUPPLIES                  | 52.95            |
|                                       |                  | P2000621 | 02/06/2020 | MENARDS                        | 5/8" 9.0 AMP DRILL MIXER       | 236.18           |
|                                       |                  | P2000622 | 02/27/2020 | JAYS BIG ROLLS INC             | PAPER TOWELS                   | 85.00            |
|                                       |                  | P2000806 | 02/06/2020 | WOODWARD PETROLEUM SERVICES LL | FUEL TANK FUNCTIONALITY TEST   | 300.00           |
|                                       |                  | P2000850 | 02/13/2020 | DVORAK LANDSCAPE SUPPLY LLC    | SIDEWALK SALT                  | 347.90           |
| 43-4453-4453-67120                    | Capital Assets   |          |            |                                |                                |                  |
|                                       |                  | P2000772 | 02/13/2020 | SHERWIN INDUSTRIES INC         | ESTIMATED SHIPPING             | 2,717.00         |
|                                       |                  | P2000925 | 02/20/2020 | SHERWIN WILLIAMS               | #16R960 BEAD DISPENSER         | 4,500.00         |
|                                       |                  | P2000963 | 02/27/2020 | LA CROSSE SIGN CO INC          | AIRPORT DIRECTIONAL SIGNS 50%  | 5,870.00         |
|                                       |                  | P2000969 | 02/27/2020 | MID STATE EQUIPMENT JANESVILLE | PAINT FOR TRACTOR WEIGHT PROJE | 43.51            |
| <b>Airport Maintenance PROG TOTAL</b> |                  |          |            |                                |                                | <b>69,269.28</b> |

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF FEBRUARY 2020

| Account Number | Account Name | PO# | Check Date | Vendor Name | Description | Inv/Enc Amt |
|----------------|--------------|-----|------------|-------------|-------------|-------------|
|----------------|--------------|-----|------------|-------------|-------------|-------------|

I have reviewed the preceding payments in the total amount of \$73,360.43

Date: \_\_\_\_\_  
Dept Head           *Aleg Cullen*            
Committee Chair \_\_\_\_\_

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF MARCH 2020**

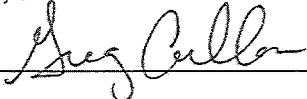
| Account Number                           | Account Name     | PO#      | Check Date | Vendor Name                    | Description                    | Inv/Enc Amt     |
|--|------------------|----------|------------|--------------------------------|--------------------------------|-----------------|
| 43-4453-4110-62210                       | Telephone        |          | 03/19/2020 | AT AND T                       | FEB TELEPHONE SERVICE          | 102.58          |
|  |                  | P2000604 | 03/26/2020 | CHARTER COMMUNICATIONS         | MARCH SERVICE FOR TERM         | 1,086.11        |
| 43-4453-4110-63100                       | Office&Misc Exp  |          | 03/19/2020 | US BANK                        | UPS SHIPPING FOR RADIOS        | 22.20           |
| 43-4453-4110-63205                       | Membership Dues  |          | 03/12/2020 | AMERICAN ASSOCIATION OF AIRPOR | 2020 MEMBERSHIP DUES FOR       | 250.00          |
| 43-4453-4110-64200                       | Training         |          | 03/19/2020 | US BANK                        | 1 NIGHT EA HOTEL WAMA CONF     | 252.00          |
| 43-4453-4110-64918                       | Marketing        |          | 03/26/2020 | MIDWEST FLYER MAGAZINE         | APRIL/MAY HANGAR AD            | 53.25           |
|  |                  | P2001073 | 03/19/2020 | FOREMOST MEDIA INC             | 2020 WEBSITE MAINTENANCE CHARG | 477.00          |
| <b>Airport Administration PROG TOTAL</b> |                  |          |            |                                |                                | <b>2,243.14</b> |
| 43-4453-4453-62160                       | Cleaning Contrac |          | 03/26/2020 | ALSCO INC                      | UNIFORMS                       | 138.40          |
|  |                  | P2000606 | 03/12/2020 | DIVERSIFIED BUILDING MAINTENAN | FEB CLEANING SERVICE           | 628.22          |
|  |                  | P2000622 | 03/26/2020 | JAYS BIG ROLLS INC             | TERM BATH SUPPLIES             | 250.00          |
| 43-4453-4453-62164                       | Disposal Service |          | 03/26/2020 | ACE PORTABLES INC              | MAR PORTABLE TOILETS           | 142.00          |
| 43-4453-4453-62201                       | Electric         |          | 03/26/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / MAR ELEC      | 3,299.17        |
| 43-4453-4453-62203                       | Natural Gas      |          | 03/19/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / MAR 2020      | 1,233.12        |
| 43-4453-4453-62400                       | R & M Services   |          | 03/19/2020 | FREEMAN ALIGNMENT LLC          | REPAIR FRONT END ON FORD F250  | 313.15          |
| 43-4453-4453-63109                       | Other Supplies   |          | 03/19/2020 | US BANK                        | HAND TOOLS HARBOR / FARM       | 2,164.77        |
| 43-4453-4453-63501                       | Gas/Other Fuels  |          | 03/12/2020 | BROWN OIL CO INC               | FEB OFF ROAD DIESEL FUEL       | 1,920.00        |
|  |                  | P2000609 | 03/05/2020 | FERRELLGAS LP                  | PROPANE FOR FORK LIFT          | 45.50           |
|  |                  | P2000615 | 03/12/2020 | KWIK TRIP EXTENDED NETWORK     | FEB GAS                        | 393.47          |
| 43-4453-4453-63503                       | Equip Parts      |          | 03/05/2020 | INTERSTATE BATTERIES OF ROCKFO | BATTERIES FOR KOMATSU LOADER   | 239.90          |

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF MARCH 2020**

| Account Number     | Account Name   | PO#                | Check Date     | Vendor Name                           | Description                | Inv/Enc Amt  |                       |           |
|--------------------|----------------|--------------------|----------------|---------------------------------------|----------------------------|--------------|-----------------------|-----------|
| 43-4453-4453-64900 | Other Expenses | P2000620           | 03/12/2020     | NAPA AUTO PARTS                       | RADIATOR HOSE & CLAMPS #16 | 92.82        |                       |           |
|                    |                | P2000560           | 03/12/2020     | AIRGAS INC                            | WELDING WIRE               | 151.90       |                       |           |
|                    |                | P2000602           | 03/12/2020     | AMERICAN INDUSTRIAL STEEL AND         | SHOP STEEL                 | 89.20        |                       |           |
|                    |                | P2000603           | 03/19/2020     | BJ ELECTRIC SUPPLY INC                | LIGHTS FOR SHOP OFFICE     | 933.11       |                       |           |
|                    |                | P2000607           | 03/26/2020     | FASTENAL COMPANY                      | SHOP SUPPLIES FASTENERS    | 133.78       |                       |           |
|                    |                | P2000611           | 03/26/2020     | HARRIS ACE HARDWARE LLP               | ADHESIVE REMOVER, SCRAPER  | 163.95       |                       |           |
|                    |                | P2000612           | 03/26/2020     | GRAINGER                              | CORD FOR AMPLIFIER         | 432.00       |                       |           |
|                    |                | P2000614           | 03/19/2020     | SHERWIN WILLIAMS                      | SHOP PAINT                 | 471.37       |                       |           |
|                    |                | P2000616           | 03/19/2020     | US BANK                               | OFFICE SUPPLIES            | 12.87        |                       |           |
|                    |                | P2000621           | 03/26/2020     | MENARDS                               | ADJUSTABLE STOOLS          | 2,123.04     |                       |           |
|                    |                | P2000622           | 03/26/2020     | JAYS BIG ROLLS INC                    | NITRILE GLOVES             | 150.50       |                       |           |
|                    |                | P2000726           | 03/26/2020     | PALSTEEL                              | STEEL FOR SHOP             | 313.00       |                       |           |
|                    |                | 43-4453-4453-67120 | Capital Assets | P2000776                              | 03/05/2020                 | REINDERS INC | GROUNDMASTER 7200 PER | 22,144.93 |
|                    |                |                    |                | <b>Airport Maintenance PROG TOTAL</b> |                            |              |                       |           |

I have reviewed the preceding payments in the total amount of **\$40,223.31**

Date:

Dept Head 

Committee Chair \_\_\_\_\_

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF APRIL 2020**

| Account Number     | Account Name     | PO#      | Check Date | Vendor Name                    | Description                              | Inv/Enc Amt     |
|--------------------|------------------|----------|------------|--------------------------------|--|-----------------|
| 43-4453-4110-62210 | Telephone        |          | 04/16/2020 | AT AND T                       | MAR PHONE FAX AWOS SHOP                  | 102.58          |
|                    |                  | P2000604 | 04/23/2020 | CHARTER COMMUNICATIONS         | 2020 INTERNET SERVICE/TV/VOICE           | 1,086.11        |
| 43-4453-4110-64200 | Training         |          | 04/23/2020 | FOREMOST MEDIA INC             | PHONE SUPPORT FOR UPDATING WEB           | 52.50           |
|                    |                  | P2001246 | 04/23/2020 | FOREMOST MEDIA INC             | PHONE SUPPORT FOR UPDATING WEB           | 52.50           |
|                    |                  |          |            |                                | <b>Airport Administration PROG TOTAL</b> | <b>1,241.19</b> |
| 43-4453-4453-62119 | Other Services   |          | 04/02/2020 | SAFETY KLEEN SYSTEMS INC       | BI YEARLY SERVICE ON PARTS WAS           | 121.50          |
|                    |                  | P2001142 | 04/02/2020 | SAFETY KLEEN SYSTEMS INC       | BI YEARLY SERVICE ON PARTS WAS           | 121.50          |
| 43-4453-4453-62160 | Cleaning Contrac |          | 04/02/2020 | ALSCO INC                      | UNIFORMS                                 | 27.68           |
|                    |                  | P2000564 | 04/02/2020 | ALSCO INC                      | UNIFORMS                                 | 27.68           |
|                    |                  | P2000606 | 04/16/2020 | DIVERSIFIED BUILDING MAINTENAN | MAR AMMO CLEANING                        | 628.22          |
| 43-4453-4453-62164 | Disposal Service |          | 04/23/2020 | ACE PORTABLES INC              | APR PORTABLE TOILETS                     | 142.00          |
|                    |                  | P2000561 | 04/23/2020 | ACE PORTABLES INC              | APR PORTABLE TOILETS                     | 142.00          |
| 43-4453-4453-62201 | Electric         |          | 04/30/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / APR ELEC                | 3,839.59        |
|                    |                  |          | 04/30/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / APR ELEC                | 3,839.59        |
| 43-4453-4453-62203 | Natural Gas      |          | 04/23/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / APR GAS                 | 953.16          |
|                    |                  |          | 04/23/2020 | ALLIANT ENERGY/WP&L            | ALLIANT ENERGY / APR GAS                 | 953.16          |
| 43-4453-4453-63109 | Other Supplies   |          | 04/30/2020 | MENARDS                        | TOOL CABINET                             | 1,486.94        |
|                    |                  | P2000621 | 04/30/2020 | MENARDS                        | TOOL CABINET                             | 1,486.94        |
| 43-4453-4453-63501 | Gas/Other Fuels  |          | 04/16/2020 | BROWN OIL CO INC               | MAR OFF ROAD DIESEL                      | 509.20          |
|                    |                  | P2000605 | 04/16/2020 | BROWN OIL CO INC               | MAR OFF ROAD DIESEL                      | 509.20          |
|                    |                  | P2000615 | 04/16/2020 | KWIK TRIP EXTENDED NETWORK     | MAR DIESEL FUEL                          | 131.56          |
| 43-4453-4453-64900 | Other Expenses   |          | 04/16/2020 | AIRGAS INC                     | MAR WELDING SUPPLIES                     | 173.32          |
|                    |                  | P2000560 | 04/16/2020 | AIRGAS INC                     | MAR WELDING SUPPLIES                     | 173.32          |
|                    |                  | P2000608 | 04/30/2020 | GENESIS LAMP CORPORATION       | AIRFIELD LIGHTING SUPPLIES               | 1,248.17        |
|                    |                  | P2000611 | 04/23/2020 | HARRIS ACE HARDWARE LLP        | DRILL BIT CRABGRASS PREVENTER            | 103.16          |
|                    |                  | P2000614 | 04/16/2020 | SHERWIN WILLIAMS               | ROLLERS & COVERS                         | 48.79           |
|                    |                  | P2000616 | 04/16/2020 | US BANK                        | FLOORING                                 | 1,420.43        |
|                    |                  | P2000621 | 04/30/2020 | MENARDS                        | SHOP REPAIR - OUTLETS & COVERS           | 373.83          |
|                    |                  | P2000622 | 04/30/2020 | JAYS BIG ROLLS INC             | MICRO FIBER TOWELS, WIPES, TP            | 251.00          |
|                    |                  | P2001271 | 04/30/2020 | COUNTRY DOOR SYSTEMS INC       | LABOR FOR SEAL INSTALLATION              | 150.00          |
| 43-4453-4453-67120 | Capital Assets   |          | 04/16/2020 | COUNTRY DOOR SYSTEMS INC       | INSTALLATION OF NEW OVERHEAD             | 12,593.00       |
|                    |                  | P2000964 | 04/16/2020 | COUNTRY DOOR SYSTEMS INC       | INSTALLATION OF NEW OVERHEAD             | 12,593.00       |

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF APRIL 2020**

| Account Number                        | Account Name    | PO#      | Check Date | Vendor Name                    | Description                    | Inv/Enc Amt      |
|---------------------------------------|-----------------|----------|------------|--------------------------------|--------------------------------|------------------|
| <b>Airport Maintenance PROG TOTAL</b> |                 |          |            |                                |                                | <b>24,201.55</b> |
| 43-4453-4454-67200                    | Capital Improve |          |            |                                |                                |                  |
|                                       |                 | P2001143 | 04/02/2020 | WISCONSIN DEPARTMENT OF TRANSP | ENGINEERING 1/21/20 TO 2/21/20 | 1,482.55         |
|                                       |                 | P2001249 | 04/23/2020 | WISCONSIN DEPARTMENT OF TRANSP | MASTER PLAN UPDATE             | 1,047.58         |
|                                       |                 | P2001250 | 04/23/2020 | WISCONSIN DEPARTMENT OF TRANSP | RUNWAY LIGHT REPLACEMENT       | 2,746.53         |
| <b>Airport Capital PROG TOTAL</b>     |                 |          |            |                                |                                | <b>5,276.66</b>  |

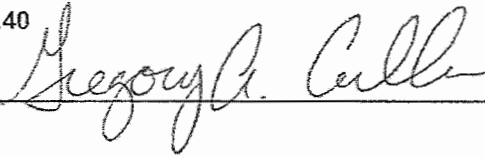
COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF APRIL 2020

| Account Number | Account Name | PO# | Check Date | Vendor Name | Description | Inv/Enc Amt |
|----------------|--------------|-----|------------|-------------|-------------|-------------|
|----------------|--------------|-----|------------|-------------|-------------|-------------|

I have reviewed the preceding payments in the total amount of \$30,719.40

Date:

Dept Head



Committee Chair



# Minimum Standards Airport Governance Recommendations for Changes

| Page Number | Section         | Changes Made  |
|-------------|-----------------|---|
| Cover       |                 | Change revision and add effective date  |
|             | Entire Document | Change all references of Public Works Committee to Airport Board  |
|             | Entire Document | Change all references of "the Department" to either airport administration or Airport Board .   |
|             | Entire Document | Change all sections relating to vehicle parking to provide parking as required by the City of Janesville.   |
|             | Entire Document | Correct all typo and spelling errors in addition to all formatting, page breaks, and numbering/lettering due to revisions.  |
| 2-8         | 2.1             | Review all definitions for accuracy and make changes as necessary, remove the word "means" from all definitions.  |
| 3           | 2.1             | Added definition 17. Airport Board  |
| 4           | 2.1             | Deleted # 28 Department   |
| 7           | 2.1             | 50. Public Works Committee - Definition deleted   |
| 10          | 3.3.2           | Edit paragraph to more accurately reflect actual practices on the airport   |
| 13          | 4.4.1           | Delete requirement to require a second person during fueling operations.  |
| 14          | 4.6.a.(3)       | Delete the sentence " A second person must be present during all fueling operations."   |
| 15          | 4.6.a(11)       | replace "the site" with "aircraft". Delete last sentence requiring bills of lading be sent to airport administration for each load of fuel delivered.   |
| 16          | 4.6.b           | Deleted "A copy of each bill of lading for each fuel delivery shall be delivered to the airport administration office on the day of delivery for each load of fuel received by all operators.   |
| 16          | 4.6.b(6)        | Change this paragraph to read, "Each multiple services operator authorized to install and maintain a commercial self-service fueling system shall provide airport administration a monthly report showing gallons of fuel delivered to aircraft. This report can be included with the report required in Section 4.6.a(11). The storage tank for this self-service facility shall be a minimum of 12,000 gallons. |
| 19          | 4.7.b(2)        | Edit sentence to require only 1 employee.   |
| 27          | 5.10(d)         | Reword to update current methods of communication, delete the word "pager", and delete required hours of operation.   |
| 28          | 5.11(d)         | Reword to update current methods of communication, delete the word "pager".   |
| 29          | 5.12( c )       | Reword paragraph to read, "Employ at least one employee to meet customer demands. A minimum of one employee will hold the appropriate FAA certificate(s)."  |
| 29          | 5.12(h)         | Reword to update current methods of communication, delete the word "pager".   |
| 30          | 7.1.(e)         | Deleted "provide a paved walkway within the leased area to accommodate pedestrian access to the operators office."  |
| 31          | 7.1(l)          | Reworded to read: Each operator shall provide monthly fuel inventory reports to airport administration listing the total amounts of each type of aircraft fuel delivered to aircraft. These reports shall be due no later than the 15th of the month following the end of the month in which the fuel was delivered   |
| 32          | 7.2 ( c )       | Delete comma, remove underline, delete "petroleum" add "s" to product (products) change "is" to "are"   |

2020 Bills for Quarters 2-4

|                              | Water Quality Credit | Water Runoff Credit  | Total Storm Water Bill for this Account |
|------------------------------|----------------------|----------------------|---|
| <b>41681-24658 Ammo Bld.</b> |                      |                      |   |
| Storm Water ERUs             | 980                  | 947.5                | 784                                     |
| Per ERU Cost                 | 26.86                | -3.86                | -13.42                                  |
| <b>Totals</b>                | <b>\$ 26,322.80</b>  | <b>\$ (3,657.35)</b> | <b>\$ (10,521.28)</b>                   |
|                              |                      |                      | <b>\$ 12,144.17</b>                     |

|                                  | Water Quality Credit | Water Runoff Credit  | Total Storm Water Bill for this Account |
|----------------------------------|----------------------|----------------------|---|
| <b>41697-31232 Terminal Bld.</b> |                      |                      |   |
| Storm Water ERUs                 | 980                  | 947.5                | 784                                     |
| Per ERU Cost                     | 26.86                | -3.86                | -13.42                                  |
| <b>Totals</b>                    | <b>\$ 26,322.80</b>  | <b>\$ (3,657.35)</b> | <b>\$ (10,521.28)</b>                   |
|                                  |                      |                      | <b>\$ 12,144.17</b>                     |

|                                      |                     |
|--------------------------------------|---------------------|
| Total Charge Per Quarter for Airport | \$ 24,288.34        |
|                                      | 4                   |
| <b>YEARLY Cost</b>                   | <b>\$ 97,153.36</b> |

Credit Due for January Bill

|                              | Old Credit Amount (used) | New Credit Amount (Should Be) | Difference in Credits | Days in Billing Cycle | Days at Old Rate  | Days at New Rate              | Daily Credit | Total Credit Due For Jan Bill |
|------------------------------|--------------------------|-------------------------------|-----------------------|-----------------------|-------------------|-------------------------------|--------------|-------------------------------|
| <b>41681-24658 Ammo Bld.</b> |                          |                               |                       |                       |                   |                               |              |                               |
| Water Runoff ERUs            | 784 \$ (8.02)            | \$ (13.42)                    | \$ (5.40)             | 91                    | 82                | 9                             |              |                               |
|                              | Credit Difference        | Credit Amount                 |                       |                       | Daily Credit Rate | Days Credit Should be Applied |              | Total Credit Due For Jan Bill |
| Water Runoff ERUs            | 784                      | -5.4                          | -4233.6               | 91                    | \$ (46.52)        | 9                             | \$ (418.71)  |                               |

|                    | Old Credit Amount (used) | New Credit Amount (Should Be) | Difference in Credits | Days in Billing Cycle | Days at Old Rate  | Days at New Rate              | Daily Credit | Total Credit Due For Jan Bill |
|--------------------|--------------------------|-------------------------------|-----------------------|-----------------------|-------------------|-------------------------------|--------------|-------------------------------|
| <b>41697-31232</b> |                          |                               |                       |                       |                   |                               |              |                               |
| Water Runoff ERUs  | 784 \$ (8.02)            | \$ (13.42)                    | \$ (5.40)             | 91                    | 82                | 9                             |              |                               |
|                    | Credit Difference        | Credit Amount                 |                       |                       | Daily Credit Rate | Days Credit Should be Applied |              | Total Credit Due For Jan Bill |
| Water Runoff ERUs  | 784                      | -5.4                          | -4233.6               | 91                    | \$ (46.52)        | 9                             | \$ (418.71)  |                               |

## CYNTHIA HEVEL

---

**From:** Grossenbacher, Jurg (FAA) <Jurg.Grossenbacher@faa.gov>  
**Sent:** Wednesday, March 04, 2020 10:43 AM  
**To:** CYNTHIA HEVEL  
**Cc:** DougOTomas  
**Subject:** FW: 001 Conf Room Rental with Catering Information Nov 2018.pdf  
**Attachments:** 001 Conf Room Rental with Catering Information Nov 2018.pdf

Hello Cynthia,

I have received several requests from area pilots about our free FAA Maintenance seminar. I would like to host this seminar in May and have already filled out the application to be reviewed by you and the airport committee.

Please let me know if you are open to the idea.

Sincerely,

### Jurg Grossenbacher

FAAST Program Manager  
Milwaukee FSDO  
(414) 486-2995

**From:** Grossenbacher, Jurg (FAA)  
**Sent:** Monday, July 01, 2019 11:21 AM  
**To:** CYNTHIA HEVEL <CYNTHIA.HEVEL@co.rock.wi.us>  
**Subject:** 001 Conf Room Rental with Catering Information Nov 2018.pdf

Dear Cynthia,

Please refer to attachment. I really appreciate the use of the conference room to honor Mr. Schabla. Please let the airport committee know that this as always is a free event and the FAA cannot pay for the use of the room.

Sincerely,

Jurg Grossenbacher  
Milwaukee FAA

**Rock County Department of Public Works  
Airport Division – Issue Paper**

**Issue** – Granting authority to the Airport Director to decide future requests for the waiver of fees for use of the conference room.

**Discussion** – Over the last two years reservations for the conference room have increased dramatically. While we are currently closed to use for the COVID-19 pandemic, it is expected that use will resume once the Airport Conference rooms are available again. We frequently have requests from non-profit groups and other worthy institutions such as schools to use the rooms for various purposes. Frequently we are asked to waive our fees for these groups. The policy so far has been not to waive fees for anything except events that promote aviation and are free of charge to the participants. Each time a request is received airport administration brings it to the Airport Board for approval.

**Recommendation** – Grant the Airport Director the authority to use discretion in the approval of future requests to waive fees for the use of the conference room when the use is for the promotion of aviation and related activities, free to participants and not for profit.

## **Southern Wisconsin Regional Airport Issue Paper**

**Issue** – Collateral Assignment of Leases for HSI Aviation Holdings, LLC

**Discussion** – HSI Aviation Holdings, LLC has applied and been approved for, a loan with Blackhawk Bank using its building as collateral. As a requirement of the loan, the lender has requested the county approve a standard Collateral Assignment of Lease document. The Lease Agreement states:

### **ARTICLE 10 - ASSIGNMENT/SUB-LEASE**

It is agreed this Lease can be assigned to a closed corporation, wholly owned by hangar owners. However, **LESSEE** shall not assign this Lease nor sublet PREMISES, or any part thereof, other than as provided for in this Article or in Article 9.1, without the prior, written approval of the Transportation Committee. Approval shall not be unreasonably withheld.

The document provided by the bank has been processed through the contract review procedure and been approved.

**Recommendation** – Approve Collateral Assignment of Lease for HSI Aviation Holdings, LLC.

FIRST ADDENDUM  
to  
LEASE AGREEMENT  
Between  
Southern Wisconsin Regional Airport, County of Rock, Wisconsin  
and  
William and Shelly Truax

WHEREAS, the County of Rock, Wisconsin, a municipal corporation, duly organized and existing under the laws of the State of Wisconsin, hereinafter referred to as LESSOR, and William and Shelly Truax, hereinafter called LESSEEs, entered into a Lease Agreement the 1<sup>st</sup> day of February 2020.

WHEREAS, LESSEE has requested a different building site than is shown on the original Exhibit A dated February 14<sup>th</sup>, 2020 and also wishes to increase the square footage of the Leased area in the new location. Effective May 18, 2020, the original Lease Agreement shall be modified as follows:

Section 1.1 of the Original Lease is hereby deleted and replaced in its entirety as follows:

**Article 1 - Premises**

1.1 Land

COUNTY does hereby lease, let and demise to LESSEE, the premises consisting of land as described in Exhibit "A", dated May 7, 2020, which is attached hereto and incorporated herein by reference, and which shall be referred to as PREMISES.

Sections 3.1 and 3.2 of the Original Lease, are hereby deleted and replaced in their entirety as follows:

**Article 3 - Consideration**

3.1 Consideration

Lessee agrees to pay to the COUNTY, the Sum of One Thousand Four Hundred Twenty-seven Dollars and 27/100 (\$1,427.27) per year for the use of the leased PREMISES, representing a rental charge of .1182 cents (2020 rates) per square foot per year for Twelve Thousand Seventy-five (12,075) square feet of unimproved land. It is further agreed that annually during

the month of December, rental rates shall be re-negotiated by the parties and will be based on the urban rate of inflation, not to exceed 4% annually. Said rates are to be equal to the rental rates for other buildings in its category and be effective January 1. Rental rates are subject to Airport Board approval.

3.2 Payment

As provided in Section 3.1, the rental charge shall begin upon the completion of construction of the intended hangar and receipt of an occupancy permit from the City of Janesville. Monthly payments in the amount of One Hundred Eighteen Dollars and 94/100 (\$118.94) representing One Thousand Four Hundred Twenty-seven Dollars and 27/100 (\$1,427.27) per year shall be paid on or before the 1<sup>st</sup> of each month. LESSEE shall have the option of paying monthly, quarterly, bi-yearly, or yearly.

Except as otherwise expressly set forth herein, the Original Lease remains unmodified and in full force and effect. Hereinafter, the Original Lease as amended by this First Addendum shall be the LEASE AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this First Addendum as of the Effective Date.

LESSOR:

\_\_\_\_\_  
Gregory A. Cullen, C.M, Airport Director  
Southern Wisconsin Regional Airport

LESSEE:

\_\_\_\_\_  
William Truax

\_\_\_\_\_  
Shelly Truax

# LEASE EXHIBIT A

DESCRIBED AS FOLLOWS:

PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, ALL IN TOWNSHIP 2 NORTH, RANGE 12 EAST OF THE 4TH PRINCIPAL MERIDIAN, ROCK COUNTY WISCONSIN

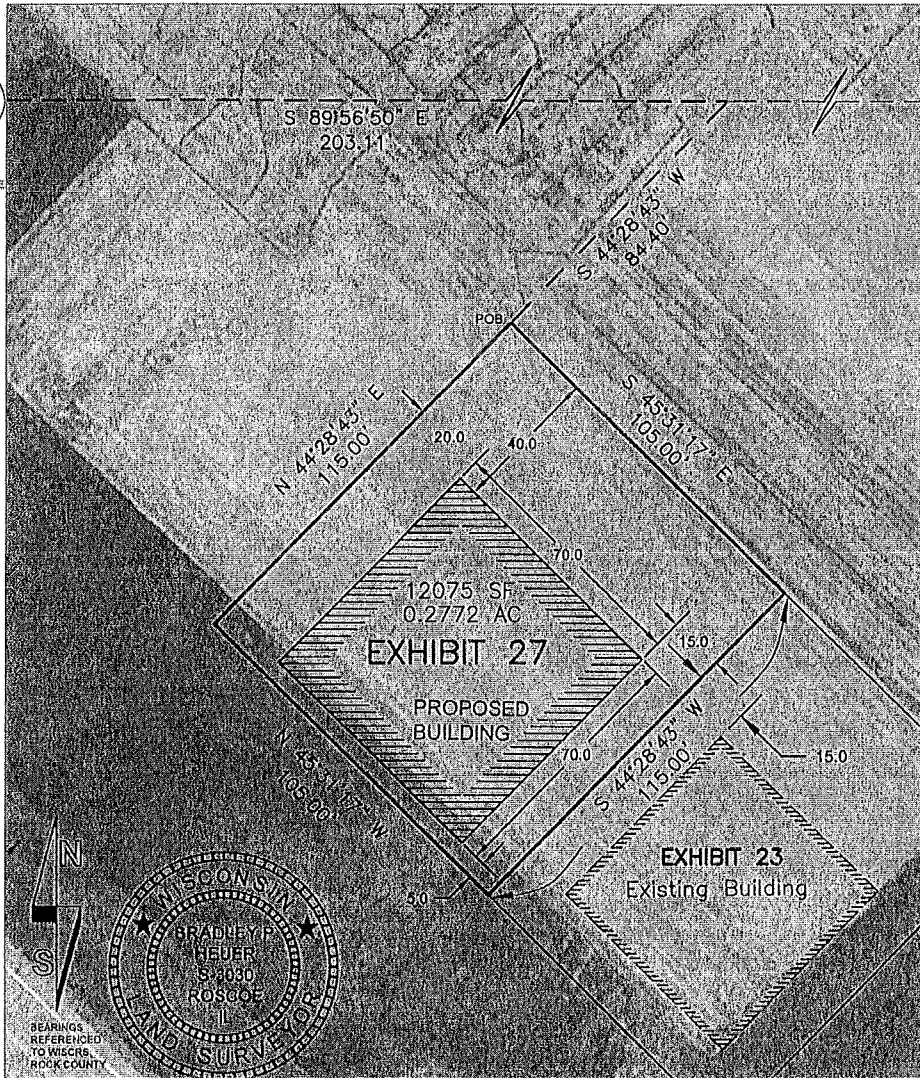
COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 26, TOWNSHIP 2 NORTH, RANGE 12 EAST, THENCE SOUTH 89 DEGREES 56 MINUTES 50 SECONDS EAST, 203.11 FEET ALONG THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 26; THENCE SOUTH 44 DEGREES 28 MINUTES 43 SECONDS WEST, 84.40 FEET TO THE POINT OF BEGINNING OF THE LEASE DESCRIBED HEREIN; THENCE SOUTH 45 DEGREES 31 MINUTES 17 SECONDS EAST, 105.00 FEET; THENCE SOUTH 44 DEGREES 28 MINUTES 43 SECONDS WEST, 115.00 FEET; THENCE NORTH 45 DEGREES 31 MINUTES 17 SECONDS WEST, 105.00 FEET; THENCE NORTH 44 DEGREES 28 MINUTES 43 SECONDS EAST, 115.00 FEET TO THE POINT OF BEGINNING. SAID LAND CONTAINING 12,075 SQUARE FEET.



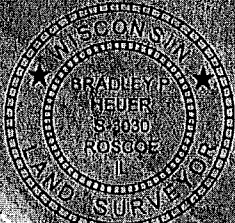
NORTH 1/4 CORNER SECTION 26-12N-R12E ALCORN 1st MON



NORTHEAST CORNER SECTION 26-12N-R12E DISK

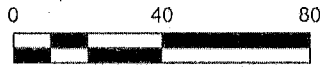


BEARINGS REFERENCED TO WISCONSIN ROCK COUNTY



*Bradley P. Neuer*

I HEREBY CERTIFY THAT I MAPPED THE LEASE ABOVE AS DIRECTED BY GREG CULLEN, SOUTHERN WISCONSIN REGIONAL AIRPORT DIRECTOR AND THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THE PLAT HEREIN DRAWN CORRECTLY REPRESENTS SAID PROPOSED LEASE. GIVEN UNDER MY HAND AND SEAL THE 7TH DAY OF MAY, 2020 AT JANESVILLE, WISCONSIN.



PROJECT NO. 20191119-LEASES  
FOR: SOUTHERN WI. REGIONAL AIRPORT  
BILL TRUAX  
DATE: 5-7-20  
SHEET 1 OF 1

(a) - Legend  
 - - - - - New Lease Lines  
 - - - - - Section Line

ROCK COUNTY SURVEYORS' OFFICE

COURTHOUSE BUILDING  
51 S. MAIN STREET - JANESVILLE, WI. 53545  
PH. 608-757-5658



**Agreement**  
**Between**  
**Southern Wisconsin Regional Airport**  
**County of Rock, Wisconsin**  
**And**  
**Ataraxis Holdings LLC**  
**And**  
**Fox LLC**

THIS AGREEMENT is made and entered into by and between the COUNTY OF ROCK, WISCONSIN, a municipal corporation, duly organized and existing under the laws of the State of Wisconsin, hereinafter referred to as COUNTY, Ataraxis Holdings and Fox, both Limited Liability Corporations, hereinafter referred to as LESSEES.

LESSEES, agree to pay for the purchase of one 20' aluminum slide gate designed to meet FAA standards, an electric gate opening system, and a security light fixture to be installed at 3801 South Oakhill Ave., Janesville, Wisconsin, 53546.

Once installed, LESSEES will turn over to COUNTY, the ownership of the gate, the opening system, and security light, and in exchange, COUNTY will incur monthly electrical costs to operate the gate and light, and accept all future liability and all maintenance for the same items. This will include all future parts, sensors, inground loops, chains, chain drives, key pads, motors, electrical supplies and circuit boards, relays, and the repairs to the gate, opener, and light. COUNTY will also cover all scheduled and unscheduled maintenance, and any liability for damages caused by the gate and/or opener.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals this \_\_\_\_ day of May, 2020.

LESSEE'S Seal

LESSEE'S Seal

LESSEE  
Ataraxis Holdings, LLC

LESSEE  
Fox, LLC

BY: \_\_\_\_\_  
Gary R. Bertrand, Manager  
Ataraxis Holdings, LLC

BY: \_\_\_\_\_  
Fox, LLC

LESSOR'S Seal

LESSOR  
Rock County, Wisconsin

BY: \_\_\_\_\_  
Kara Purviance  
County Board Chair

BY: \_\_\_\_\_  
Lisa Tollefson  
Rock County Clerk

## EXECUTIVE SUMMARY

### Agreement between Ataraxis Holdings LLC, Fox LLC, and Southern Wisconsin Regional Airport

The Airport didn't see any new hangar construction in several years. Then, two new hangars were built in the latter half of 2019. Now in 2020, there are plans for three more private hangars to be constructed. Two of these hangars will be located on the Airport's north side adjacent to taxiway charlie. The Airport Layout Plan identifies this location as hangar development area.

New gate access is needed in this location. This agreement is consistent with previous new construction that required gate access to leased areas and will authorize the Airport Department to accept a newly installed airport perimeter gate, an electronic gate opening system, and a security light from Ataraxis Holdings, LLC and Fox, LLC. These components installed are valued at \$23,115. The gate is located on South Oakhill Ave which will serve both tenants.

While the airport tries to minimize the number of access points located around its perimeter, a gate in this location was a logical option. Moving forward, the airport may be able to use this gate to access other building sites adjacent to taxiway Charlie.

Recommend approving this agreement.

Respectfully submitted,

Gregory A. Cullen, CM  
Airport Director