

**TELECONFERENCE**

Rock County, Wisconsin



Airport Board Meeting  
Monday, October 19, 2020 at 8:00 a.m.  
Southern Wisconsin Regional Airport Terminal Conference Room  
1716 W. Airport Rd.  
Janesville, WI 53546

Join Zoom Meeting

<https://us02web.zoom.us/j/85873577161?pwd=STd3V2hVVmtiTG01eHBBVWRpZGtxUT09>

Meeting ID: 858 7357 7161

Passcode: 714725

One tap mobile

+13126266799,,85873577161#,,,,,0#,,714725# US (Chicago)

+19292056099,,85873577161#,,,,,0#,,714725# US (New York)

**Dial by your location**

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

Meeting ID: 858 7357 7161

Passcode: 714725

Find your local number: <https://us02web.zoom.us/j/85873577161?pwd=STd3V2hVVmtiTG01eHBBVWRpZGtxUT09>

**Join by SIP**

**[85873577161@zoomcrc.com](mailto:85873577161@zoomcrc.com)**

Join by H.323

162.255.37.11 (US West)

103.122.166.55 (Australia)

162.255.36.11 (US East)

209.9.211.110 (Hong Kong SAR)

115.114.131.7 (India Mumbai)

64.211.144.160 (Brazil)

115.114.115.7 (India Hyderabad)

69.174.57.160 (Canada)

213.19.144.110 (Amsterdam Netherlands)

207.226.132.110 (Japan)

213.244.140.110 (Germany)

Meeting ID: 858 7357 7161

Passcode: 714725

Join by Skype for Business

<https://us02web.zoom.us/skype/85873577161>

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 unable to attend the meeting.

Airport Board Meeting  
Monday, October 19, 2020 at 8:00 a.m.

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes of July 20, 2020
4. Citizen Participation, Communications, Announcements, and Information
5. Consent Calendar
  - a. Transfers
  - b. Review of payments of July, August, September 2020
6. Updates, Discussion and Possible Action
  - a. Fourth Addendum to Agricultural Lease
  - b. Storage Rates for Derelict Aircraft
  - c. Erect – A – Tube Right of First Refusal
  - d. Airport Director's Updates
  - e. Airport 2021 Budget
7. Committee Requests and Motions
8. Next Meeting Date: November 16, 2020
9. Adjournment

Rock County, Wisconsin



Airport Board Meeting - Minutes  
Monday, July 20, 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, Homan and Richard, Mr. Larry Barton, Mr. Dick Cope, Mr. Greg Johnson, Mr. Joe Quint, and Mrs. Katie Reese.

Members Absent. Mr. Eric Baker.

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

Others Present:            David Haas            Meisner Aircraft

Others Present Via Teleconference: Bonnie Cooksey            Janesville Jet Center  
   Rick Leyes                   Hangar Tenant  
   Everett Reese                Elevation Air

Adoption of Agenda. Mr. Cullen stated that items 6a, 6b, and 6c could be combined for discussion and approval. Mr. Barton and Supervisor Homan moved the Agenda as Amended. MOTION CARRIED.

Approval of Minutes of May 18, 2020. Mr. Cope and Supervisor Richard moved the minutes as written. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. Supervisor Richard stated that he had logged in to the Airport's pre-budget meeting last week. He thought it was well done and thorough and he appreciated it.

**Consent Calendar**

Transfers. None

Review of Payments. The review for June 2020 was completed.

## **Updates, Discussion and Possible Action**

Leasehold Mortgage for Helicopter Specialties, Junior Leasehold Mortgage for Helicopter Specialties, and Leasehold Mortgage Helicopter Specialties. Mr. Cullen explained that this was the final paperwork needed for Helicopter Specialties mortgage with Blackhawk Bank. Mr. Quint and Mr. Johnson moved to approve the documents. MOTION CARRIED.

Semi – Annual Report – Attendance at Conventions/Conference that Exceed \$1,000 per Employee per Event. Mr. Cullen explained that he is required to report twice yearly attendance at any training that exceeds \$1,000 per employee per event. Two employees attended required ARFF training in early June. Both employees passed the training.

Erect – A – Tube. Mr. Cullen reported that in late May, just before Memorial Day he received a phone call from the president of Erect – A – Tube. Erect – A – Tube has been renting the vacant land identified for t-hangar development since 2008. Due to the COVID-19 pandemic they would like to cancel their Lease with the airport, but they would like to pay a small fee to retain the right of first refusal. Should another developer become interested in that land Erect – A – Tube would be given the right to re-lease the land. Mr. Cullen also explained that Erect – A – Tube has basically been on a month to month lease for years so ending the Lease is acceptable, but they needed to give written notice and they did not for three months and as of right now, they still haven't.

Discussion on what Erect – A – Tube owes took place and Mr. Barton stated that he doesn't have a strong position on what they owe, but that he is not in favor of granting the right of first refusal. Mr. Johnson agreed with Mr. Barton.

Airport Director's Updates. Mr. Cullen notified the Board that the UW Hospital in Madison is undergoing some roof renovations, and as a result their Med-Evac unit is operating from HSI for the month of July. This is a temporary arrangement right now, but if things go well, they may be looking to make it more permanent. If that happens, we will work with HSI on amending their lease for the change of use.

Mr. Cullen stated that after our last meeting he consulted with Corporation Counsel regarding our Minimum Standards, and Rules and Regulations. Those documents were approved at the June 15<sup>th</sup> Airport Board meeting, and Corporation Counsel Rich Greenlee did not feel it was necessary to have the full county board's approval to implement the updated documents. Those documents are now posted on the Airport's website and are in effect.

Mr. Cullen wanted to give an update on the derelict aircraft that are on the field. There was a potential buyer for the Cardinal but that deal fell through recently. There is a potential buyer for the Lear jet. He is in contact with the owner of the Aztec monthly but it is still on the field.

Mr. Cope asked if the airport TAF was in place and if the gates that were damaged by lightning have been repaired. Mr. Cullen responded that the TAF is in place and the gates have been repaired.

Resolution City of Janesville Storm Water Ordinance Exemption. Mr. Cope and Supervisor Homan moved the Resolution. Mr. Cullen stated that at the last meeting a motion was made and carried that the Airport create a Resolution requesting that the City of Janesville amend their ordinances to exempt the airport from paying storm water fees on public use areas. The Resolution before the Board does just that.

In 2016 MSA professional Services was contracted to do a study in order to accurately respond to the City's proposed changes to the water utility program. This study indicated that no airport runoff is sent to the City's storm water infrastructure and that the airport is entitled to maximum credit of 80%. While the airport is receiving the maximum credit of 80%, we are still paying substantial increases every year since 2017 and the estimated amount we will pay in 2020 is over \$96,000. What Mr. Cullen is proposing is that the City of Janesville amend their ordinance to exempt runways, taxiways, and public use ramp areas. While the airport would still be paying some storm water fees, the savings realized from this change could be up to 80% of what we are currently paying.

Discussion on the City's reaction and how many people would present this to the City took place. Several Airport Board members offered to attend if needed. Discussion on amending the Resolution to more vehemently identify the Airport Board's strong support of the Resolution took place and the board requested that the Resolution be amended by inserting the following language at line 23.

**WHEREAS**, after thorough analysis and discussion the Airport Board strongly supports the City of Janesville making an amendment to their ordinances exempting the public use areas of the Southern Wisconsin Regional Airport from storm water fees.

Mr. Barton made a motion to approve the Resolution as Amended and Supervisor Homan seconded it. MOTION CARRIED.

Committee Requests and Motions. Mr. Cullen asked if future meetings could go back to being in person as long as social distancing requirements were met. Supervisor Fox stated that the County Board was returning to in person meetings in September.

Next Meeting Date. The next meeting of the Airport Board will be Monday, August 17, 2020, at 8:00 a.m.

Adjournment. Supervisors Richard and Homan moved to adjourn at 8:37 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel  
Secretary II

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**


FOR THE MONTH OF JULY 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone		07/16/2020	AT AND T	PHONE SERVICE SHOP/AWOS	102.02
		P2000604	07/30/2020	CHARTER COMMUNICATIONS	JUL TERM SERVICE	1,082.63
43-4453-4110-63100	Office&Misc Exp	P2000616	07/16/2020	US BANK	OFFICE SUPPLIES	38.68
43-4453-4110-64200	Training	P2000616	07/16/2020	US BANK	AAAE TRAINING	410.00
43-4453-4110-64918	Marketing	P2000617	07/30/2020	MIDWEST FLYER MAGAZINE	AUG/SEP HANGAR AD	53.25
<b>Airport Administration PROG TOTAL</b>						<b>1,686.58</b>
43-4453-4453-62160	Cleaning Contrac	P2000564	07/30/2020	ALSCO INC	UNIFORMS	138.40
		P2000606	07/09/2020	DIVERSIFIED BUILDING MAINTENAN	JUN CLEANING SERVICE	628.22
		P2000616	07/16/2020	US BANK	TERM RESTROOM SUPPLIES	60.72
		P2000622	07/02/2020	JAYS BIG ROLLS INC	TERM BATH SUPPLIES	23.00
43-4453-4453-62164	Disposal Service	P2000253	07/16/2020	BADGERLAND DISPOSAL	JULY TRASH SERVICE	32.50
		P2000561	07/16/2020	ACE PORTABLES INC	JULY PORTABLE TOILETS	142.00
43-4453-4453-62201	Electric		07/30/2020	ALLIANT ENERGY/WP&L	JUL ELEC	5,208.98
43-4453-4453-62203	Natural Gas		07/30/2020	ALLIANT ENERGY/WP&L	JUL GAS	270.72
43-4453-4453-62473	Painting	P2000614	07/02/2020	SHERWIN WILLIAMS	WHITE RUNWAY PAINT	7,325.45
43-4453-4453-63501	Gas/Other Fuels	P2000605	07/16/2020	BROWN OIL CO INC	JUN OFFROAD DIESEL	558.00
		P2000615	07/16/2020	KWIK TRIP EXTENDED NETWORK	JUN DIESEL & DEF	261.73
43-4453-4453-63503	Equip Parts	P2000601	07/16/2020	BOBCAT OF JANESVILLE	TIE ROD ASSMBLY FOR TOOLCAT	219.31
		P2000620	07/09/2020	NAPA AUTO PARTS	BLADERUNNER BELT	134.29
		P2000623	07/02/2020	REINDERS INC	V-BELT	123.66
		P2001417	07/30/2020	MAXXED OUT MOTORSPORTS	PARTS FOR TOOLCAT	390.22
		P2001478	07/16/2020	BURRIS EQUIPMENT CO	PART #10000279 PTO SWITCH+SHIP	43.29

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt		
43-4453-4453-64900	Other Expenses	P2001569	07/30/2020	BURRIS EQUIPMENT CO	PART NO 366593 CASTOR SPACER F	68.27		
		P2000603	07/02/2020	BJ ELECTRIC SUPPLY INC	AMMO ELEC REPAIR PARTS	517.93		
		P2000607	07/02/2020	FASTENAL COMPANY	SHOP SUPPLIES	321.88		
		P2000611	07/16/2020	HARRIS ACE HARDWARE LLP	WIRE BRUSHES	7.98		
		P2000612	07/02/2020	GRAINGER	BACKPACK SPRAYER GLOVES FILTER	186.28		
		P2000616	07/16/2020	US BANK	KEYPAD FOR WEST TERM ENTRANCE	259.03		
		P2000620	07/30/2020	NAPA AUTO PARTS	GREASE CART	63.20		
		P2000621	07/30/2020	MENARDS	BUNGEES, FAST SET CONCRETE	306.82		
		P2001252	07/09/2020	NUTRIEN AG SOLUTIONS INC	POLARIS MAXIMIZER MAD DOG	950.00		
		P2001347	07/16/2020	SPRING GREEN LAWN CARE	SERVICE ON 7/1	59.95		
		P2001608	07/30/2020	ENTRANCE SYSTEMS LLC	LABOR CHARGE TO REPAIR GATE 29	673.00		
		<b>Airport Maintenance PROG TOTAL</b>						<b>18,974.83</b>
		43-4453-4454-67200	Captial Improve	P2001554	07/09/2020	WISCONSIN DEPARTMENT OF TRANSP	ENGINEERING FOR MASTER PLAN	705.18
				P2001555	07/09/2020	WISCONSIN DEPARTMENT OF TRANSP	AIP 71 TERMINAL BUILDING	91.95
P2001556	07/09/2020			WISCONSIN DEPARTMENT OF TRANSP	LBR - DLVRY - OTHER ARFF	7.52		
P2001557	07/09/2020			WISCONSIN DEPARTMENT OF TRANSP	ENGINEERING AND LABOR DLVY OTH	596.78		
<b>Airport Capital PROG TOTAL</b>						<b>1,401.43</b>		

I have reviewed the preceding payments in the total amount of **\$22,062.84**

Date: \_\_\_\_\_ Dept Head   
 Committee Chair \_\_\_\_\_

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

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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**REPORT COMPLETE!**

Report Total: 22,062.84

For Job Numbers: 2064712, 2067342, 2070798, 2077131



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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone		08/13/2020	AT AND T	JUL TELEPHONE	97.37
		P2000604	08/27/2020	CHARTER COMMUNICATIONS	AUG SERVICE FOR TERM	1,082.63
43-4453-4110-64200	Training		08/20/2020	US BANK	TRAINING	225.00
		P2000616				
<b>Airport Administration PROG TOTAL</b>						<b>1,405.00</b>
43-4453-4453-62160	Cleaning Contrac					
		P2000564	08/27/2020	ALSCO INC	UNIFORMS	110.72
		P2000606	08/06/2020	DIVERSIFIED BUILDING MAINTENAN	JULY CLEANING	628.22
		P2000616	08/20/2020	US BANK	TERM BATH SUPPLIES	60.72
43-4453-4453-62164	Disposal Service					
		P2000253	08/13/2020	BADGERLAND DISPOSAL	AUG TRASH SERVICE	32.50
		P2000561	08/13/2020	ACE PORTABLES INC	PORTABLE TOILETS AUG	142.00
43-4453-4453-62202	Water		08/06/2020	CITY OF JANESVILLE	2ND QTR WATER	308.16
43-4453-4453-62206	Sewer		08/06/2020	CITY OF JANESVILLE	2ND QTR WASTE	252.18
43-4453-4453-62207	Storm Water		08/06/2020	CITY OF JANESVILLE	2ND QTR STORM WATER	24,383.08
43-4453-4453-62290	Utility Services		08/06/2020	CITY OF JANESVILLE	2ND QTR FIRE PROTECTION	265.19
43-4453-4453-62400	R & M Services					
		P2000616	08/20/2020	US BANK	OIL CHANGE F550	45.76
		P2001542	08/06/2020	ENTRANCE SYSTEMS LLC	REMOVE EXISTING GATE 26 OPERAT	18,080.00
		P2001578	08/27/2020	FANNING EXCAVATING INC	REPAIR STORM SEWER DRYWELL	1,325.00
43-4453-4453-63501	Gas/Other Fuels					
		P2000605	08/13/2020	BROWN OIL CO INC	JULY OFF ROAD DIESEL FUEL	662.20
		P2000615	08/13/2020	KWIK TRIP EXTENDED NETWORK	JULY DIESEL FUEL	239.98
43-4453-4453-63503	Equip Parts					
		P2000610	08/13/2020	INTERSTATE BATTERIES OF ROCKFO	SRM-27 BATTERY	352.85
		P2000620	08/06/2020	NAPA AUTO PARTS	AIR FILTERS	19.14
43-4453-4453-64900	Other Expenses					
		P2000607	08/06/2020	FASTENAL COMPANY	GREASE GUN, FITTINGS, FASTENER	41.85

COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF AUGUST 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000616	08/20/2020	US BANK	TERMINAL USA FLAGS	221.00
		P2001252	08/27/2020	NUTRIEN AG SOLUTIONS INC	MAXIMIZER, POLARIS, MAD DOG PL	950.00
		P2001347	08/27/2020	SPRING GREEN LAWN CARE	LAWN SERVICE	59.95
		P2001595	08/13/2020	ENTRANCE SYSTEMS LLC	SHIPPING	555.00
		P2001600	08/13/2020	AIRPORT LIGHTING COMPANY	SHIPPING	6,296.60
<b>Airport Maintenance PROG TOTAL</b>						<b>55,032.10</b>

I have reviewed the preceding payments in the total amount of **\$56,437.10**

Date:

Dept Head 

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

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

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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**REPORT COMPLETE!**

Report Total: 56,437.10

For Job Numbers: 2079050, 2079416, 2081431, 2084715, 2087753

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone					
		P2000604	09/24/2020	CHARTER COMMUNICATIONS	SEP TERM SERVICE	1,085.72
43-4453-4110-63100	Office&Misc Exp					
		P2000616	09/17/2020	US BANK	OFFICE SUPPLIES	17.32
43-4453-4110-64200	Training					
		P2000616	09/17/2020	US BANK	AIRFIELD MARKING TRAINING	1,000.00
43-4453-4110-64918	Marketing					
		P2000617	09/24/2020	MIDWEST FLYER MAGAZINE	CLASSIFIED AD	53.25
<b>Airport Administration PROG TOTAL</b>						<b>2,156.29</b>
43-4453-4453-62160	Cleaning Contrac					
		P2000564	09/24/2020	ALSCO INC	UNIFORMS	110.72
		P2000606	09/17/2020	DIVERSIFIED BUILDING MAINTENAN	AUG TERM CLEANING	628.22
		P2000616	09/17/2020	US BANK	TERMINAL BATHROOM SUPPLIES	30.36
43-4453-4453-62164	Disposal Service					
		P2000253	09/17/2020	BADGERLAND DISPOSAL	SEP TRASH SERVICE	32.50
		P2000561	09/17/2020	ACE PORTABLES INC	SEPTEMBER PORTABLE TOILET RENT	142.00
43-4453-4453-62201	Electric					
			09/03/2020	ALLIANT ENERGY/WP&L	AUG ELEC	3,111.80
43-4453-4453-62203	Natural Gas					
			09/03/2020	ALLIANT ENERGY/WP&L	AUG GAS	202.14
43-4453-4453-62400	R & M Services					
		P2001417	09/24/2020	MAXXED OUT MOTORSPORTS	TIRE REPAIR	20.00
43-4453-4453-62473	Painting					
		P2000614	09/24/2020	SHERWIN WILLIAMS	GLASS BEADS AND RED PAINT	1,592.15
43-4453-4453-63501	Gas/Other Fuels					
		P2000605	09/17/2020	BROWN OIL CO INC	AUG OFF ROAD DIESEL	808.55
		P2000615	09/17/2020	KWIK TRIP EXTENDED NETWORK	AUG FUEL	226.15
43-4453-4453-63503	Equip Parts					
		P2000619	09/17/2020	JOHNSON TRACTOR INC	FILTER CARTS	101.00
		P2000620	09/17/2020	NAPA AUTO PARTS	CREDIT FOR RETURN ON 350767	190.86
		P2001675	09/03/2020	BURRIS EQUIPMENT CO	SHIPPING	94.16
43-4453-4453-64900	Other Expenses					
		P2000616	09/17/2020	US BANK	WILDLIFE HARASSMENT EQUIP	75.95

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000621	09/17/2020	MENARDS	CONCRETE MIX	401.25
<b>Airport Maintenance PROG TOTAL</b>						<b>7,767.81</b>

I have reviewed the preceding payments in the total amount of **\$9,924.10**

Date:

Dept Head



Committee Chair

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

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
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**REPORT COMPLETE!**

Report Total: 9,924.10

For Job Numbers: 2089873, 2094965, 2096875

FOURTH ADDENDUM  
TO  
AGRICULTURAL LEASE  
BETWEEN  
ROCK COUNTY AND WHILDEN R. HUGHES

This agreement, 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 LESSOR, and Whilden R. Hughes, hereinafter referred to as LESSEE.

The parties entered into a lease agreement dated November 22, 2011.

The parties agreed to extend the original lease on November 25, 2014.

The parties agreed to extend the lease for an additional three years on October 24, 2017.

The current Lease term expires on November 30, 2020. The parties agree that it is mutually beneficial to extend the current lease for an additional three-years with the following changes:

LESSEE has completed a GPS survey of the parcels that are leased under the original LEASE and agrees to pay for the acreage as determined by this survey. Exhibit A will be replaced with the GPS Survey map provided by LESSEE. The term of this agreement is for three (3) years commencing on December 1, 2020 and ending on November 30, 2023. LESSEE hereby agrees to pay an annual sum of One Hundred Twenty-five Dollars and 24/100s (\$125.24) per acre for 46.47 acres of irrigated land that is located in Parcels 6 and 44 as shown on the Airport's land inventory map; Eighty-three and 49/100s (\$83.49) per acre for 15.97 acres of non-irrigated land; and Fifty-two and 88/100s (\$52.88) per acre for 275.15 acres more or less of non-irrigated land.

LESSEE agrees to pay as rent annually the amount of Twenty-one Thousand Seven Hundred Three Dollars and 18/100s (\$21,703.18), of which one-half of the annual rent, Ten Thousand Eight Hundred Fifty-one and 59/100s (\$10,851.59) will be due on or before March 31, 2021, and the remaining balance of Ten Thousand Eight Hundred Fifty-one and 59/100s (\$10,851.59) will be due on or before December 1, 2021. For the remaining term of this ADDENDUM, one-half of the annual sum shall be paid to the County of Rock on or before the following dates: March 1, 2022, December 1, 2022, March 1, 2023 and December 1, 2023.

The parties agree that all other terms and conditions of the current Lease remain unchanged and in effect.

The Rock County Airport Board hereby approves a third three-year extension to the original Lease with the term ending November 30, 2023.

AUTHORITY

IN WITNESS WHEREOF, the parties hereto do hereby modify the existing agricultural lease.

Date: \_\_\_\_\_

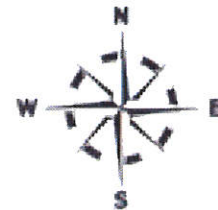
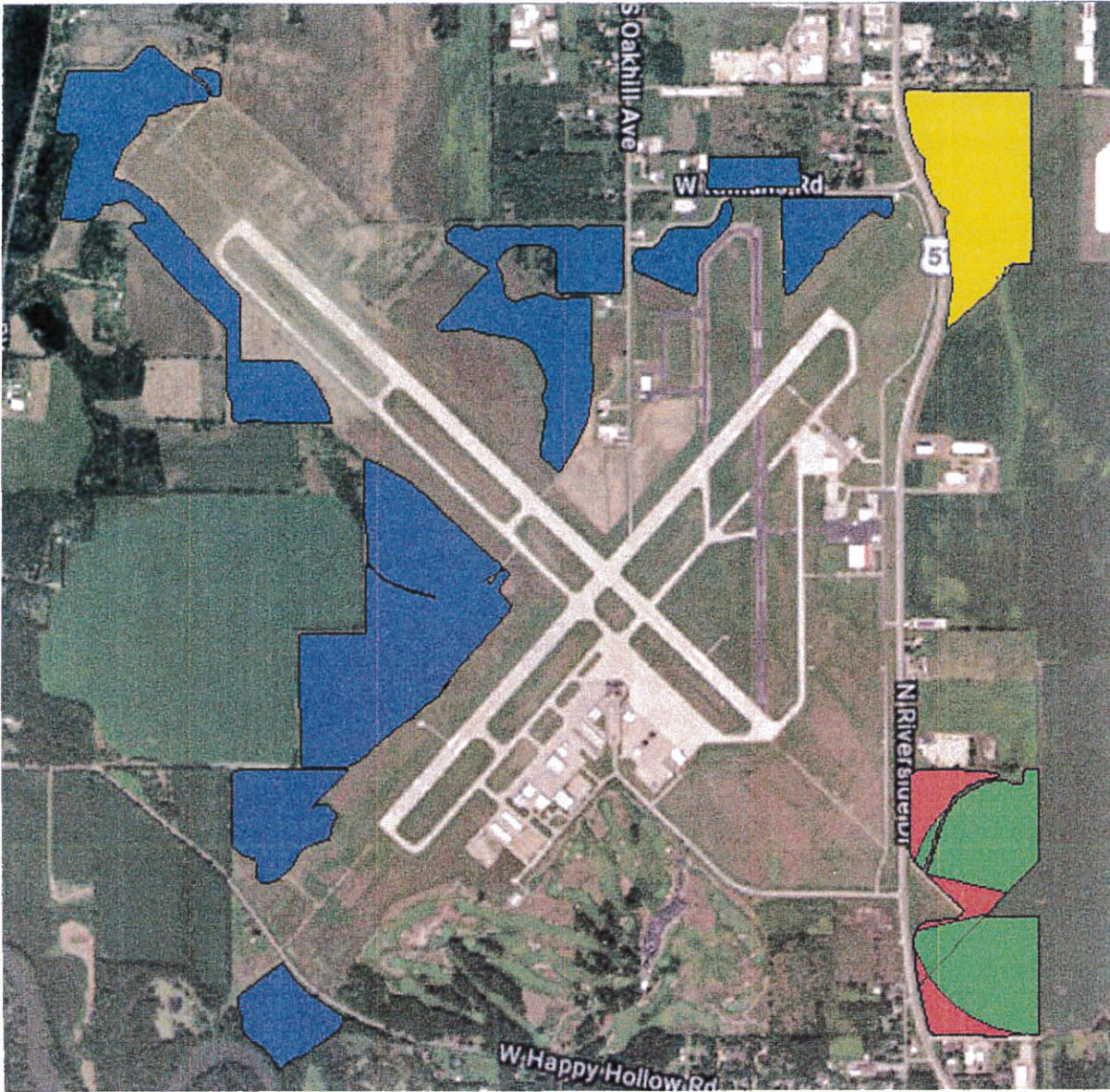
Date: \_\_\_\_\_

BY: \_\_\_\_\_  
Whilden R. Hughes

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



# Exhibit A Hughes Farm



Client: < Unassigned Client >  
Farm: airport  
Field: airport  
Name: boundary

- Dryland- 231.0 Ac
- Irrigated- 46.47 Ac
- OM2- 44.15 AC
- grassy knoll Dry- 15.97 Ac

## **Rock County Airport Department Issue Paper for Fourth Addendum**

### **Issue:**

Approve Fourth Addendum to Lease Between Southern Wisconsin Regional Airport, Rock County, Wisconsin, and Whilden R. Hughes.

### **Discussion:**

The Southern Wisconsin Regional Airport has 338 acres (+/-) of land that is suitable for agricultural purposes. Whilden R. Hughes has been leasing this land since 2002 and his current term expires on November 30, 2020.

For the last three years, Mr. Hughes has been paying a rate of \$20,614.67 per year for the lease of 320 acres (+/-). Earlier this year, Hughes Farms completed a GPS Survey of the leased areas and determined that they are actively farming 338 (+/-) acres. With the additional 18 (+/-) acres now being shown, the rent at the current rate will increase by \$1,088.50.

Also during the last three year term of this lease, Mr. Hughes has invested over \$6,000 on the installation of a gate that enhances runway safety and access to the airport. While Hughes Farms paid for this gate, they turned ownership over to the airport upon installation.

### **Recommendation:**

I would recommend a three year extension to the current lease at the current rate with the updated Exhibit A showing 338 (+/-) acres be approved by the Airport Board.

Respectfully Submitted,

Gregory A. Cullen, C.M.  
Airport Director

ROCK COUNTY, WISCONSIN



Corporation Counsel Office  
51 South Main Street  
Janesville, WI 53545  
Phone 608-757-5530

September 11, 2020

Re: Derelict Aircraft

Dear Airport Board:

I have been advised a derelict aircraft has been left idle on a public aircraft apron in excess of 60 days. The aircraft has not been flown during this period of time and is not air worthy. Multiple attempts have been made to contact the owner to remove the aircraft but have been unsuccessful. The owner is actually aware of the issue having obtained a permit to haul the aircraft and coming to the airport in April 2020.

Pursuant to the Rules and Regulations of the Southern Wisconsin Regional Airport §3.10, if a derelict aircraft is left for more than 30 days after a demand of the Airport Director to remove the aircraft, the Airport Director is to begin charging storage fees for the aircraft. The fees are set by the Airport Board. The Airport Director has made the demand to remove the aircraft multiple times with no resolution. At this time, to be able to charge storage fees, the Airport Board needs to determine appropriate fees.

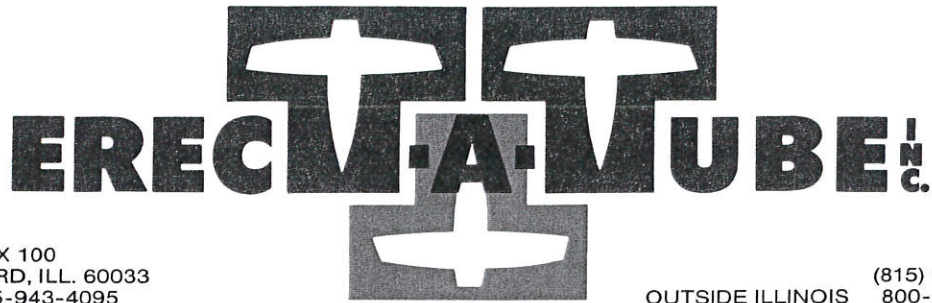
Please direct further inquiries to the Airport Director. This letter is to be included with the Airport Board packet for the hearing on September 21, 2020.

Sincerely,

/s/Bridget Laurent

Bridget Laurent  
Deputy Corporation Counsel





P.O. BOX 100  
HARVARD, ILL. 60033  
FAX 815-943-4095

OUTSIDE ILLINOIS (815) 943-4091  
800-624-9219

July 17, 2020

Mr. Gregory A. Cullen, C.M.  
Airport Director  
Southern Wisconsin Regional Airport  
1716 W. Airport Road, Suite 100,  
Janesville, WI 53546

COPY

**RE: Lease Agreement between Southern Wisconsin Regional Airport  
and Erect-A-Tube, Inc. effective January 1, 2009**

Dear Mr. Cullen,

This letter will confirm our conversations of the past few months regarding the status of the land lease we have held at the Southern Wisconsin Regional Airport since January 1, 2009.

In early May, I indicated we would not be able to continue with the land lease arrangement due to economic conditions caused by COVID-19 and the decline in business. Once COVID-19 took hold, all our efforts have been placed on keeping our workforce safe while trying to maintain business. With this continuing to be our main focus, it is unfortunate we do not envision being able to proceed with development of the parcels in the near term.

I appreciate our conversations, and the opportunity to change to a First Right of Refusal basis is one that we are interested in pursuing. We have made a significant investment in the lease over the years, and we hope that at some point, we can proceed to develop the parcels once the markets improve to support the investment. I am, therefore, requesting our lease agreement be modified to one of a First Right of Refusal or Notice to Proceed to cover both Parcels Exhibit A and Exhibit B. Under either arrangement, with appropriate notice, we would step back into our land lease agreement and request to start the term over on basically the same terms and conditions as the original lease.

In consideration of this request, I am enclosing a payment in the amount of \$1,625.25, to cover the land lease payments through August 31, 2020, at which time we would stop paying rent until we exercise our option on a First Right of Refusal basis or Notice to Proceed.

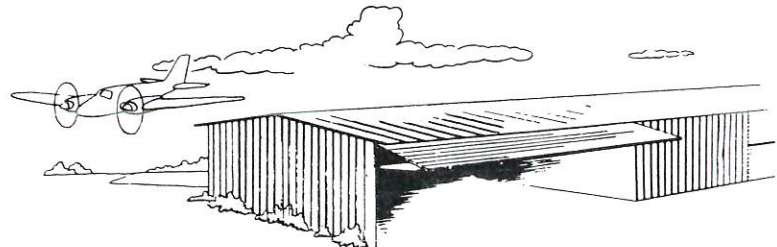
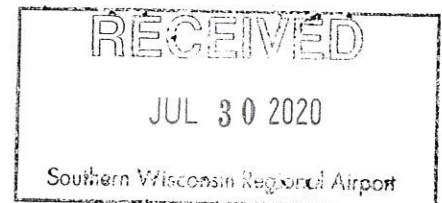
I look forward to hearing from you and appreciate your consideration...

Sincerely,

**ERECT-A-TUBE, INC.**

Susan M. Wagner  
President/CEO

Enc.





October 19, 2020

Ms. Susan Wagner  
Erect A Tube Inc.  
P O Box 100  
Harvard, IL 60033

RE: Lease Agreement Termination/First Right of Refusal between Southern Wisconsin Regional Airport and Erect-A-Tube, Inc.

Dear Ms. Wagner,

We have received your request to terminate lease payment effective August 31, 2020, and retain first right of refusal for Parcels A and B, as described in your Lease Agreement, prior to any future land-lease agreements with another potential tenant.

Erect-A-Tube, Inc.'s vision to provide quality storage facilities for our community by constructing more t-hangar buildings on this airport, led you to invest more than \$40,000 since your Lease began in 2009. You have been a very good tenant during this time, and it is unfortunate for both you and the airport, that your vision didn't become a reality.

Please be advised your request dated July 17, 2020 to terminate your Lease Agreement as provided in the Lease dated January 1, 2009 has been received and no further obligation under the Lease Agreement exists. Furthermore, given your long and exemplary adherence to your lease obligations over the years, your request to retain first right of refusal has been approved by the Airport Board at today's regular meeting.

For a period of time between now and December 31, 2025, should the Southern Wisconsin Regional Airport receive a request to lease the Parcel A or B as shown in the Erect-A-Tube Lease agreement dated January 1, 2009, Erect-A-Tube shall be contacted within 15 days and made aware of the negotiations. Erect-A-Tube will be given 30 days to respond. The response by Erect-A-Tube will be to immediately initiate a new land-lease agreement with payment to start immediately or to forgo the opportunity and allow the Southern Wisconsin Regional Airport to lease the land to a new tenant.

We sincerely appreciate your business and wish the employees of Erect-A-Tube good health and prosperous times ahead.

Sincerely,

Gregory A. Cullen, C.M.  
Airport Director

GAC/cjh

*1716 W. Airport Rd., Suite 100, Janesville, WI 53546  
Phone: 608-757-5768 Fax: 608-758-3060  
E-Mail: [info@jvlairport.com](mailto:info@jvlairport.com) Web: [www.jvlairport.com](http://www.jvlairport.com)*





Airport Director's Updates  
October 19, 2020

- The airport crew did a nice job at the end of June painting all the runway 14-32 markings. It looks great. They have also recently completed painting the mandatory runway designation boxes on the airfield.
- The Resolution to request the City of Janesville amend their ordinance allowing an exemption of runways, taxiways, and public ramp space to calculate storm water fees was approved by the County Board of Supervisors in early August. I have been working with Corp Counsel to derive a next step forward.
- The derelict Cardinal aircraft was sold and hauled away September 9<sup>th</sup>. The Lear Jet's owner had a maintenance team working on the aircraft for two weeks in late August and early September. They were able to get a few things working but still had some vertical stabilizer issues. The plane is currently in a hangar while the owner fixes the issues. The Aztec was towed from its home of the past 20-25 years on September 23<sup>rd</sup>. It's still on airport property near the west T-hangars, but it is out of sight from Highway 51 and in a better spot during snow removal operations if continues to live here any longer.
- The maintenance crew/ARFF crew went to General Mitchell International Airport September 17<sup>th</sup> to complete their annual live fire training. They not only were able to complete this training requirement but participated in their Tri-Annual large response exercise. It was a great learning experience as they dealt with mass casualties, triage, and working with multiple agencies during a disaster.
- Bessie's Diner hosted a pancake breakfast fly-in September 19. They had outdoor seating and took several COVID precautions. The weather was very nice. They had a great turn-out of both pilots and customers from landside. This has prompted some discussion if Bessie's could have some outdoor seating for their patrons. No action taken at this time.
- We have an obligation to test our ARFF truck's foam annually or 30 days prior to a Part 139 inspection. Foam is the most efficient way to fight an aircraft fire. However, an agent within the Foam, PFAS, has been reported as harmful to the environment. As such, the FAA and state officials are very much aware of this and making changes to various requirements. In the meantime, we have ordered a retro-fit foam testing kit that will be installed on our ARFF truck from Oshkosh Truck. This will allow us to test the foam without discharging anything onto the ground. Foam may be discharged in an emergency only now, effective September 1, 2020. We should have our equipment installed by the end of October. This equipment cost \$25,696. However, we will receive 80% (\$20,556.80) reimbursement from the state.



- Hangar construction update: Two hangars that started construction this spring are nearly complete. Both owners should take occupancy this month. The third hangar being built this year is going up on the southeast ramp. After a few delays this summer, it appears that owner should have occupancy in late November. I've been in contact with another private owner that is doing research now but very interested to build a hangar at our airport as well. And, I've had some initial contact with a business owner from another airport that is considering starting an aviation related business here as well.
- Our engineering firm Mead & Hunt and I have been continuing the planning of our runway 4-22 rehab project. I should be receiving a 30% design concept very soon. We are currently looking at starting this project early in 2022. I don't have any cost estimate but our share will be 5%. It would involve closing down that runway for several months while we remove asphalt and use a concrete overlay or asphalt once again. Runway 14-32 and 18-36 would remain open most of that time.
- Mead & Hunt also continues to make progress on our Master Plan and Airport Layout Plan project. It's estimated at 65% completed. There will be a meeting open to the public as it nears completion as part of the process.
- I'm also working with the engineers making plans to develop our east side. That area has a lot of growth potential so we want to be ready as commercial and private owner interest remains high.
- SHINE's building project continues to move forward. SHINE contractors have been very good to work with and following all guidelines. They are making plans for the next part of building their complex which will include a main headquarters and therapeutics buildings. I'm working with city, state, and FAA officials since that proposed buildings would reside in the approach corridor of Runway 22. I have not been contacted yet regarding the movement of their product once production starts.
- Received word Sep 28<sup>th</sup>, that our airport is being placed on "Inactive Status under 14 CFR Part 139". The FAA invokes the inactive status when an airport experiences an extended period without air carrier service. It gives the FAA latitude to adjust inspection schedules, but does not change the certificate holder's responsibility to fully comply with 14 CFR part 139. This status doesn't affect federal funding. Should we receive a request for commercial service/Part 121 aircraft, I have an obligation to notify my examiner.
- Congratulations to Elevation Air are in order. They recently added another C-172 to their fleet. And, they have been designated a regional FAA testing center. Experienced pilots and those learning to become a pilot can come to their facility and take FAA approved exams to fulfill various requirements.





- We hosted Vice President Pence twice between mid-August and mid-September. Things went well. I want to thank the Department of Public Works, specifically Neil Pierce and his crew for assisting me with obtaining vehicles requested by Secret Service. We were very close to hosting President Trump on Oct 3, but now it appears Oct 17<sup>th</sup> he will arrive.
  
- DPW completed some crack sealing work for us October 5 & 6 in the terminal parking lot and southeast ramp area. The airport crew then painted Airport Road and the parking lot to freshen things up.