

# Rock County, Wisconsin



Southern Wisconsin Regional Airport Board Meeting  
Monday, November 15, 2021 at 8:00 a.m.  
Airport Terminal Conference Room  
1716 W. Airport Rd.  
Janesville, WI 53546

## AGENDA

1. Call to Order
2. Adoption of Agenda
3. Approval of September 20, 2021 Minutes
4. Citizen Participation, Communications, Announcements, and Information
5. Consent Calendar
  - a. Transfers
  - b. Review of September and October payments 2021
6. Updates, Discussion and Possible Action
  - a. Expiring Terms of Board Members Mr. Baker and Mr. Cope
  - b. 2022 Rates
  - c. Airport Director Updates
  - d. Approve Sublease Agreement Between Jetson Aviation and UW Hospitals and Clinics Authority
7. Committee Requests and Motions
8. Next meeting Date: December 13, 2021
9. Adjournment

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 Larissa at (608)757-5768 if you are going to be late or unable to attend the meeting.

Rock County, Wisconsin



Airport Board Meeting - Minutes  
Monday, September 20, 2021 at 8:00 a.m.  
Southern Wisconsin Regional Airport Terminal Conference Room  
1716 W. Airport Rd.  
Janesville, WI 53546

Call to Order. Mrs. Katie Reese called the meeting of the Airport Board to order at 8:01 a.m.

Airport Board Members Present. Mr. Eric Baker, Mr. Dick Cope, Supervisor Dave Homan, Mr. Greg Johnson, Mr. Joe Quint, Mrs. Katie Reese, and Ms. Christine Rebut.

Airport Board Members Absent. Supervisor Brent Fox, Supervisor Rick Richard.

Staff Members Present. Greg Cullen, Airport Director  
Larissa DeLair, Secretary II

Others Present. Astrid Melms Elevation Air  
Jim Freeman Helicopter Specialties

Adoption of Agenda. Supervisor Dave Homan and Mr. Dick Cope moved the Agenda. MOTION CARRIED.

Approval of Minutes of July 19, 2021. Supervisor Dave Homan and Mr. Joe Quint moved the minutes. MOTION CARRIED.

Citizen Participation, Communications, Announcements, and Information. Introduced Larissa DeLair as Cynthia's replacement as Secretary II for the Airport.

**Consent Calendar**

Transfers. None

Review of Payments. The review for July 2021 and August 2021 was completed. Mr. Quint and Supervisor Dave Homan moved review of payments. MOTION CARRIED.

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

Approve Sublease Agreement between Burlington Development Group, Inc. and the Aviation Safety Solutions, LLC. Supervisor Dave Homan and Mr. Baker moved the addendum. Mr. Cullen explained this will be in the space of the old Blackhawk building. The sub-lease must follow all the same rules and minimum standards other tenants must follow. MOTION CARRIED.

Airport Director's Updates. Mr. Cullen gave the Board information on the following topics as outlined in the attached Document on the following topics:

- Described the estimates received to improve A/V capability.
- Warbird Weekend was successful.
- Cirrus group also attended same weekend as Warbird.
- Project on Runway 18-36 and Taxiway Echo is complete.
- A draft of the Airport Master plan alternatives was revealed September 8, 2021.
- Maintenance staff conducting a live fire training at Milwaukee International Airport.
- Maintenance staff will also be training with Janesville Fire Department at our Airport.

Committee Requests and Motions. None.

Next Meeting Date. Mr. Cullen will be away on October 18, 2021. Mrs. Reese proposed October 25, 2021. Mr. Dick Cope and Supervisor Dave Homan moved next meeting, October 25, 2021. MOTION CARRIED.

Adjournment. Supervisor Homan and Mr. Quint moved to adjourn at 8:53 a.m. MOTION CARRIED.

Respectfully Submitted,

Larissa DeLair  
Secretary II

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF OCTOBER 2021**

11/02/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone		10/14/2021	AT AND T	ATT PHONE SERVICE	101.70
		P2100097	10/28/2021	CHARTER COMMUNICATIONS	TERMINAL SERVICE	991.79
43-4453-4110-63205	Membership Dues					
		P2101994	10/07/2021	AMERICAN ASSOCIATION OF AIRPOR	U.S. CONTRACT TOWER ANNUAL	250.00
43-4453-4110-64918	Marketing					
		P2100090	10/07/2021	MIDWEST FLYER MAGAZINE	OCT/NOV 2021 CLASSIFIED AD	53.25
		P2100107	10/14/2021	FOREMOST MEDIA INC	ANNUAL BILLING FOR 2021-2022	116.00
<b>Airport Administration PROG TOTAL</b>						<b>1,512.74</b>
43-4453-4453-62160	Cleaning Contrac					
		P2100096	10/21/2021	JAYS BIG ROLLS INC	AIR FRESHENER & HAND SOAP	91.00
		P2100117	10/07/2021	DIVERSIFIED BUILDING MAINTENAN	TERMINAL CLEANING SEPTEMBER	731.40
		P2100264	10/28/2021	UNIFIRST CORP	UNIFORMS	277.92
43-4453-4453-62164	Disposal Service					
		P2102052	10/14/2021	BADGERLAND DISPOSAL LLC	SEP PORTABLE TOILETS	142.00
43-4453-4453-62201	Electric					
			10/28/2021	ALLIANT ENERGY/WP&L	SEPT ELEC AIRPORT STREETLIGHTS	46.56
43-4453-4453-62202	Water					
		P2102087	10/28/2021	CITY OF JANESVILLE	WATER BASE, FLOW, PREV DUE	807.22
43-4453-4453-62206	Sewer					
		P2102087	10/28/2021	CITY OF JANESVILLE	WASTE WATER	300.48
43-4453-4453-62207	Storm Water					
		P2102087	10/28/2021	CITY OF JANESVILLE	STORM WATER	23,972.76
43-4453-4453-62290	Utility Services					
		P2102087	10/28/2021	CITY OF JANESVILLE	FIRE PROTECTION	265.19
43-4453-4453-62400	R & M Services					
		P2102044	10/21/2021	SHERWIN INDUSTRIES INC	CALIBRATE AND RECERTIFY	426.44
43-4453-4453-63109	Other Supplies					
		P2100105	10/07/2021	MENARDS	DOOR HINGE, LOCK NUTS & SCREWS	8.98
43-4453-4453-63501	Gas/Other Fuels					
		P2100098	10/14/2021	BROWN OIL CO INC	DIESEL DYED OFF ROAD USE ONLY	785.90
		P2100108	10/21/2021	FERRELLGAS LP	PROPANE #33, #40, #20	151.00
43-4453-4453-63502	Oil/Grease/Other					

ROCK COUNTY

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11/02/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2100089	10/28/2021	NAPA AUTO PARTS	MOTOR OIL	203.57
43-4453-4453-63503	Equip Parts					
		P2100065	10/14/2021	HARRIS ACE HARDWARE LLP	TOWABLE PLUG AERATOR	30.00
		P2100089	10/14/2021	NAPA AUTO PARTS	BRAKE CLEANER, TIRE REPAIR	190.21
		P2100092	10/28/2021	FASTENAL COMPANY	BLADE BOX AND RINGS	111.86
		P2100095	10/07/2021	JOHNSON TRACTOR INC	PLUG, 5/8 HOSE & SLEEVE, SWIVE	76.46
43-4453-4453-64900	Other Expenses					
		P2100064	10/14/2021	AIRGAS INC	NITROGEN DELIVERY CHARGE	106.88
		P2100065	10/21/2021	HARRIS ACE HARDWARE LLP	BATTERIES AND ANTIFREEZE	76.96
		P2100105	10/14/2021	MENARDS	SALT, GLOVES, BRUSH, SOCKET	361.69
<b>Airport Maintenance PROG TOTAL</b>						<b>29,164.48</b>
43-4453-4454-46400	Fund Balance					
		P2102108	10/28/2021	WISCONSIN DEPARTMENT OF TRANSP	CONSTRUCTION & LABOR/DELIVERY/	105,694.02
43-4453-4454-67200	Capitla Improve					
		P2102108	10/28/2021	WISCONSIN DEPARTMENT OF TRANSP	LABOR/DELIVERY/OTHR-ALP & MAST	0.60
<b>Airport Capital PROG TOTAL</b>						<b>105,694.62</b>

I have reviewed the preceding payments in the total amount of **\$136,371.84**

Date:

Dept Head



Committee Chair

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF OCTOBER 2021

11/02/2021

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

Report Total: 136,371.84

For Job Numbers: 2239543, 2242246, 2243848, 2246753, 2246791

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF SEPTEMBER 2021**

09/30/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone		09/23/2021	AT AND T	SEPT AT&T PHONE	101.70
		P2100097	09/23/2021	CHARTER COMMUNICATIONS	TERMINAL SERVICE	989.50
43-4453-4110-63101	Postage		09/23/2021	UNITED PARCEL SERVICE	1 PACKAGE SENT FOR CALIBRATION	28.73
		P2101923	09/23/2021			
<b>Airport Administration PROG TOTAL</b>						<b>1,119.93</b>
43-4453-4453-62160	Cleaning Contrac		09/23/2021	JAYS BIG ROLLS INC	CLEANING WIPES AND LYSOL SPRAY	230.00
		P2100117	09/23/2021	DIVERSIFIED BUILDING MAINTENAN	AUG CLEANING - TERM/MAINTENANC	731.40
		P2100264	09/30/2021	UNIFIRST CORP	UNIFORMS	216.63
		P2101962	09/30/2021	RANDYS WINDOW CLEANING	WINDOW CLEANING	1,200.00
43-4453-4453-62164	Disposal Service		09/23/2021	BADGERLAND DISPOSAL	AUG PORTABLE TOILETS	142.00
		P2100063	09/23/2021			
43-4453-4453-62201	Electric		09/30/2021	ALLIANT ENERGY/WP&L	SEP ELEC	5,770.90
43-4453-4453-62203	Natural Gas		09/30/2021	ALLIANT ENERGY/WP&L	SEP GAS	391.29
43-4453-4453-62473	Painting		09/23/2021	SHERWIN WILLIAMS	RED/BLACK PAINT & GRACO TIPS	14,305.60
		P2100101	09/23/2021			
43-4453-4453-63501	Gas/Other Fuels		09/23/2021	BROWN OIL CO INC	DIESEL DYED OFF ROAD USE ONLY	731.05
		P2100098	09/23/2021			
43-4453-4453-64900	Other Expenses		09/23/2021	STENSTROM PETROLEUM SERVICES	ANNUAL COMPLIANCE TESTING	595.00
		P2100065	09/09/2021	HARRIS ACE HARDWARE LLP	FLASHLIGHT, GLUE, BULB, SCREW	22.56
		P2100092	09/02/2021	FASTENAL COMPANY	FASTENERS	138.77
		P2100101	09/09/2021	SHERWIN WILLIAMS	LINE LAZER AND TIP	147.16
		P2100105	09/30/2021	MENARDS	JUMBO PLUNGER FOR SINK DRAIN	106.82
		P2101808	09/02/2021	COLLINS SANITARY	CLEAN DRAINS IN TERMINAL MENS	490.00
<b>Airport Maintenance PROG TOTAL</b>						<b>25,219.18</b>
43-4453-4454-67200	Captial Improve		09/23/2021	WISCONSIN DEPARTMENT OF TRANSP	AIRPORT LAYOUT PLAN UPDATE	1,236.49
		P2101920	09/23/2021			

ROCK COUNTY

**COMMITTEE REVIEW REPORT**  
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FOR THE MONTH OF SEPTEMBER 2021

09/30/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
Airport Capital PROG TOTAL						1,236.49

I have reviewed the preceding payments in the total amount of **\$27,575.60**

Date:

Dept Head



Committee Chair



ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF SEPTEMBER 2021

09/30/2021

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

Report Total: 27,575.60

For Job Numbers: 2224479, 2226649, 2232692, 2236336