

Rock County, Wisconsin



Airport Board Meeting
Wednesday, December 15, 2021
8:30 AM

Southern Wisconsin Regional Airport
Join Zoom Meeting

<https://us02web.zoom.us/j/87460353020?pwd=bkxxRzl2ZGJ3bFB5bXcwaFNqSlQ5dz09>

Meeting ID: 874 6035 3020

Passcode: 674471

Dial by your location

+1 312 626 6799 US (Chicago)

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Citizen Participation, Communications, Announcements, and Information
4. Review of payments of November 2021
5. Updates, Discussion and Possible Action
 - a. Approve Road Sign Lease Agreement Between The Southern Wisconsin Regional Airport and Moose Holdings, LLC
 - b. Request for Purchase: The Green Earth De-ice Company
6. Next Meeting Date January 24, 2022
7. 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 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

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

11/24/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
43-4453-4110-62210	Telephone		11/18/2021	AT AND T	AT&T PHONE SERVICE	101.70
		P2100097	11/24/2021	CHARTER COMMUNICATIONS	TERM SERVICE	989.50
43-4453-4110-62422	Radio R&M		11/04/2021	US BANK	AVIATION HEADSET EAR CUSHIONS	139.80
		P2102273	11/24/2021	GENERAL COMMUNICATIONS INC	TOWER RADIO - REPLACED DESK MI	86.00
43-4453-4110-63100	Office&Misc Exp	P2100084	11/18/2021	US BANK	OFFICE SUPPLIES	388.60
43-4453-4110-64200	Training	P2100084	11/18/2021	US BANK	WI AVIATION CONF & USDA APHIS	1,246.97
43-4453-4110-64918	Marketing		11/18/2021	SIGN A RAMA USA	SIGNAGE FOR TERMINAL	611.25
		P2102128				
Airport Administration PROG TOTAL						3,563.82
43-4453-4453-62119	Other Services	P2102187	11/11/2021	PROTECTION TECHNOLOGIES	ANNUAL FIRE ALARM INSPECTION &	674.00
		P2102229	11/18/2021	PROTECTION TECHNOLOGIES	ANNUAL FIRE ALARM MONITORING	600.00
43-4453-4453-62160	Cleaning Contrac	P2100084	11/04/2021	US BANK	TERM PAPER TOWELS, TP	313.30
		P2100117	11/11/2021	DIVERSIFIED BUILDING MAINTENAN	OCT TERM/MAINTENANCE CLEANING	731.40
		P2100264	11/24/2021	UNIFIRST CORP	MATS	267.16
43-4453-4453-62164	Disposal Service	P2102052	11/11/2021	BADGERLAND DISPOSAL LLC	OCTOBER PORTABLE TOILETS	142.00
43-4453-4453-62201	Electric		11/24/2021	ALLIANT ENERGY/WP&L	NOV ELEC	3,267.27
			11/04/2021	ALLIANT ENERGY/WP&L	OCT GAS	347.77
43-4453-4453-62400	R & M Services	P2100084	11/18/2021	US BANK	PARTS RETURN - ECO DISPLAY	8.31
		P2102133	11/24/2021	STENSTROM PETROLEUM SERVICES	PUMP REPAIR AT MAINTENANCE	256.00
		P2102161	11/11/2021	ALPINE AUTO ELECTRIC LLC	CAT STARTER - REPAIR, SOLENOID	146.18
		P2102272	11/24/2021	CORPORATE CONTRACTORS INC	TERMINAL ROOF REPAIR	2,135.89
43-4453-4453-62473	Painting	P2100101	11/11/2021	SHERWIN WILLIAMS	PAINT	195.50

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43-4453-4453-63501	Gas/Other Fuels					
		P2100091	11/11/2021	KWIK TRIP EXTENDED NETWORK	AUG, SEPT, OCT FUEL	1,236.34
		P2100098	11/11/2021	BROWN OIL CO INC	DIESEL DYED-OFF ROAD USE ONLY	616.50
43-4453-4453-63503	Equip Parts					
		P2100089	11/11/2021	NAPA AUTO PARTS	HEAD GASKET	45.78
		P2100092	11/04/2021	FASTENAL COMPANY	WASHERS, RINGS, BOLTS	85.23
		P2101093	11/04/2021	REINDERS INC	V-BELT	187.87
		P2102127	11/11/2021	BURNS INDUSTRIAL SUPPLY CO INC	HOSE FOR BOBCAT TOOLCAT	146.55
43-4453-4453-64900	Other Expenses					
		P2100065	11/11/2021	HARRIS ACE HARDWARE LLP	COUPLER/PLUGSET, HEX BUSHING	37.03
		P2100096	11/24/2021	JAYS BIG ROLLS INC	TOWELS, PADS, WIPES, GLOVES	331.00
		P2100099	11/04/2021	GENESIS LAMP CORPORATION	WINDSOCKS	511.70
		P2101918	11/11/2021	HALVERSON CARPET CENTER LTD	REMOVE EXISTING BROKEN TILE	820.00
		P2102188	11/18/2021	WAUSAU EQUIPMENT COMPANY INC	FREIGHT	1,672.71
Airport Maintenance PROG TOTAL						14,775.49
43-4453-4454-67200	Capitla Improve					
		P2102232	11/18/2021	WISCONSIN DEPARTMENT OF TRANSP	ENGINEERING - MASTER PLAN	1,770.61
Airport Capital PROG TOTAL						1,770.61

I have reviewed the preceding payments in the total amount of **\$20,109.92**

Date:

Dept Head



Committee Chair

EXECUTIVE SUMMARY

Road Sign Lease Agreement Between The Southern Wisconsin Regional Airport and Moose Holdings, LLC

The Southern Wisconsin Regional Airport of Rock County owns a pedestal sign post at the corner of US Highway 51 and Airport Road. Currently, Glen Erin and Bessie's Diner have lease agreements with the airport to advertise their businesses using that post. There is room for one more business to advertise. Moose Holdings, LLC, has requested to lease the final remaining spot on our post.

Rock County Ordinance 4.369 A: Signs off the Lessee leased property are prohibited, except as part of the Airport directional and locational sign system. 4.369 E describes variance considerations. I believe adding a sign advertising Moose Holdings businesses to our post with established tenant businesses at this airport meets the intent of variance consideration. Therefore, approving this lease agreement will also confirm the approval of a variance request. Moose Holdings, LLC will still need to apply for a sign permit, pay appropriate fee, and abide by the Road Sign Lease Agreement details.

Recommend approving this agreement.

Respectfully submitted,

Gregory A. Cullen, CM
Airport Director

Southern Wisconsin Regional Airport Road Sign Lease Agreement

This Lease Agreement (hereinafter "Lease Agreement"), is made this 13th day of December 2021, 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, and Moose Holdings, LLC, hereinafter "LESSEE".

WHEREAS, COUNTY is the owner of certain real estate in Rock County, Wisconsin, known as the Southern Wisconsin Regional Airport (Hereinafter "The Airport"), which includes certain fixtures used in connection with its operation of The Airport;

WHEREAS, COUNTY desires to lease certain parts of The Airport to LESSEE, and to grant to LESSEE the other rights herein set forth, upon the terms and conditions herein state; and

In consideration of the terms, conditions, promises, and obligations herein set forth; IT IS HEREBY AGREED, by and between COUNTY and LESSEE, that:

(1) PREMISES

COUNTY does hereby lease, demise and let to LESSEE a sign structure no larger than six feet by twelve feet located at the intersection of State Highway 51 and West Airport Road.

(2) TERM

The term of this lease shall commence on January 1, 2022, and run concurrent with the term identified in Sec. 2.01 of the Moose Holdings LLC lease dated November 1, 2019.

(3) CONSIDERATION

LESSEE agrees to pay the COUNTY for the use of the existing pole structure the sum of \$370 per year.

(3.1) Payment to COUNTY will be annually on or before the 1st day of February.

(3.2) It is further understood that annually during the month of December, rental rates may be adjusted by the Airport Board. Adjustments will be based on the urban rate of inflation, not to exceed 4% annually and will be effective February 1st. Increases will be raised to the nearest whole dollar.

(3.3) Late payments shall be subject to interest, thereon payable at the rate of one and one half (1 ½) percent per month, until paid in full.

(4) USE

LESSEE agrees to keep the sign structure in reasonably good repair at LESSEE's own expense, and at the termination of this agreement, return all fixtures and personal property in reasonable good condition by repairing or replacing all broken or missing articles. LESSEE shall repair all damages to the existing pole structure caused by its employees, guests, agents, and patrons.

Should LESSEE fail to keep sign in good order and repair as is reasonably required in order to preserve and protect the general appearance and value to COUNTY's premises in the immediate vicinity thereof, and if such maintenance and repair is not initiated by LESSEE within ten (10) days after receipt of written notice, COUNTY shall have the right to terminate this lease and perform the necessary repairs or remove the sign structure, and the cost of which shall be borne by LESSEE.

(4.1) LESSEE agrees to comply with the Rock County Ordinances, Chapter 4, Subpart 3 – Airport Sign Regulations.

(4.2) COUNTY hereby grants to LESSEE a variance for an Off Premises Sign as allowed under Rock County Ordinance 4.369(E).

(5) NON-DISCRIMINATION

The LESSEE, personal representative, or successors in interest, as part of the consideration hereof, does hereby covenant and agree that (1) no person on the grounds of race, color, sex, creed or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, sex, creed, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation-effectuation of Title VI of the Civil Rights Act of 1964, and as said discrimination covenants, the COUNTY shall have the right to terminate the Contract and to re-enter and repossess said land and the facilities thereon, and hold same as if said Contract had never been made or issued.

(6) AFFIRMATIVE ACTION

The LESSEE assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E, to insure that no person shall on the grounds of race, creed, color, national origin, or sex be excluded from participating in any employment activities covered in 14 CFR Part 152, Subpart E. The LESSEE assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. The LESSEE assures that it will require that its covered sub-organizations provide assurances to the LESSEE that they similarly will undertake affirmative action programs and that

EXECUTIVE SUMMARY

Request For Purchase: The Green Earth Deice Company

The airport uses liquid E-36 to combat ice build-up on runways and occasionally some taxiways during the winter season. The product is most effective at the onset of an event when temperatures are above 15 degrees Fahrenheit. I would like to add to our inventory of 5,000 gallons and purchase an additional 1,750 gallons at a cost of \$16,000. This includes shipping. We have enough funds in our 2021 budget for this specific purchase. The product doesn't expire.

Recommend approving this agreement.

Respectfully submitted,

Gregory A. Cullen, CM
Airport Director