

NOTICE OF AN ELECTRONIC MEETING

This meeting will be conducted via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present.

In accordance with Wisconsin law, the meeting will remain open to the public. The public may attend in person at the location noted on the agenda. However, DHS Emergency Order #12 requires that no more than ten people be at one gathering and that everyone respects social distancing.

AIRPORT COMMISSION

~~Public Works Committee~~
XXXXXXXXXXXXXXX

Monday May 18, 2020 – 5:00 pm

Conference Call 1.312.626.6799

Zoom Meeting ID: 826 2901 1593



Join Zoom Meeting

<https://us02web.zoom.us/j/82629011593>

Health & Human Services Center – Community Room

303 W. Chapel Street

Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

For information regarding access for the disabled please call 935-0399.

Any subject on this agenda may become an action item.

1	Call to order.
2	Roll Call. (Committee & Audience)
3	Election of committee officers: A. Election of Chair of Airport Commission per County Board Rules. Committee shall elect and notify the County Board Chair. B. Election of Vice Chair of Airport Commission per County Board Rules. Committee shall elect and notify the County Board Chair. C. Election of a Secretary for the Airport Commission.
4	Consent Agenda: One motion to adopt all of the consent agenda items: A. Approve the meeting agenda for May 4, 2020. B. Approve the minutes of March 2, 2020 meeting. C. Next meeting: Monday June 1, 2020 at 5:00 PM.
5	1 st Quarter 2020 Airport Financial Report
6	Highway Commissioner's Report: A. Waterway Re-establishment Project update. B. CARES Act Funding of General Aviation C. Hangar Agreement updates.
7	Airport Manager's update – Gone Flyin' Aviation LLC – Adam. A. Fuel Report. B. Camera Security Project Bid Results.

	C. Carpet Project Update. D. Hangar Moisture Mitigation Project update. E. Lower Taxiway Reconstruction Project Schedule. F. Automated Weather Operating Station (AWOS) update.
8	Airport Commission Chair Report.
9	Set Next Meeting Date – To Be Determined by Chair.
10	Adjournment.
Posting verified by the County Clerk's Office: Date: Initials:	

The public is encouraged and requested to attend via electronic means.

You may attend via videoconference by downloading the free Zoom program to your computer at <https://zoom.us/download> At the date and time of the meeting, you log on through the Zoom program and enter the Meeting ID from the above agenda.

You may also attend via conference call by dialing the phone number listed on the agenda above.



UNAPPROVED MINUTES
IOWA COUNTY AIRPORT COMMISSION MEETING HELD
3/12/20 – 5:30pm
3151 HWY 39
MINERAL POINT, WISCONSIN 53565

**Iowa
County
Wisconsin**

- 1 Meeting called to order by Benish at 5pm
- 2 Roll Call – Benish, Christen, Storti, Masters, Forbes absent Ray, Meives. Also Present Highway Commissioner Hardy, Airport Manager Langbecker, Tenant Dan Schmid, Supervisor Deal, Josh Holbrook – BOA, Greg Stern - MSA
- 3 Motion to approve the agenda for this meeting by Storti second by Forbes motion approved unanimously
- 4 Motion to approve the minutes of the meeting by Storti second by Christen motion approved unanimously
- 5 Report from members of the commission or the audience. Storti notes that concerns with water at Tri-County may be beneficial for fuel sales this year.
- 6 Discussion of Alternatives for the Airport Terminal area, Taxiways, and Runway 4/22 (refer to handouts provided at prior meetings) – Discussion of runway size (B-I and B-I small) Stern discusses the alternates on the north side of the airport. Benish states that he believes development on the north side is the way the airport will go in the future. Stern discusses the difference in runway protection zone (RPZ) sizes (3/4 mile yellow/ 1 mile red) which will affect development. Forbes inquires if the existing t-hangar needs to be moved if the RPZ stays for ¾ mile. Stern says it does not need to move. Stern talks of indicating on the Airport Layout Plan (ALP) that the future anticipates 1-mile visibility, but not to actively seek to reduce its size but rather to wait for the FAA to take action. Forbes requests to have it in writing that the existing t-hangars stay put. Agreement is made to reduce the visibility listed on the ALP to 1 mile. Stern talks of differences between B-I and B-I small. Currently 4/22 is listed as expanding to B-I in the future. It is currently setup as a B-I small. Stern talks of the reconstruction necessary to accommodate B-I requirements for spacing. Stern suggests that it is possible to keep both north side and south side development on ALP. Christian notes that Alt 3 will give more parking by the existing terminal. Christian brings up the financial aspects of completing most of this work. Masters asks who makes the final approval of the ALP. Stern indicates that the BOA reviews and the FAA gives final approval. Christen asks about the implications on hangar 2. Stern notes that it is not mandatory to make the changes listed, but allows for funding to be released so long as the plan is present on the ALP. Storti notes he likes ALT 3 and asks for the ALP to show future t-hangars to the north east of the existing t-hangars. Benish confirms approval of ALT 6. Forbes inquires when changes will begin to take place. Holbrook notes it is based on funding and needs. Benish notes that if it isn't on the ALP it cannot be funded with entitlements or discretionary funding. Motion to approve Alt 3 and Alt 6 by Forbes second by Masters motion carries unanimously. Masters asks if pilot's concerns are addressed. It is agreed that the concerns brought forth at prior meetings are being addressed. Hardy asks Benish if he wants action on the RPZ. Motion by Masters second by Storti to show ALP with 1 mile visibility to runway 22, motion carries unanimously.

7	Hangar Property Lease Agreements a. Standard Format Lease Assignment – Hardy describes the agreement formed by corp council to move leases from one entity to another. b. Lease re assignments for: i. Hangar #16 –John Delaney to JD’s WI Investments LLC. ii. Hangar #14 – Archer Aviation to Iowa County Flying Club Hardy provides the existing leases to the commission. Hardy points out the differences between the new standard format and the existing leases to be transferred. Hardy notes that Delaney is moving to an LLC and the Archer Aviation is simply changing their name but the entity is the same. Storti notes the insurance requirement of the old lease is \$100,000 and the new leases are at \$1,000,000. Storti makes a motion second by Christen to increase the insurance requirements for lot #14 to \$1,000,000 and to approve the transfer of #16 and to approve the name change of #14. Masters inquires if there are any problems with these tenants. Langbecker indicates there is not. Motion carries unanimously c. Notice of Default sent for Hangar T-2 – Hardy notes that a notice of default was sent to tenant Roger Ihm for hangar T-2 on 3/6/20 giving him 30 days to clear up his debts related to renting T-2; or the County may proceed with an eviction.
8	Review a. Airport Capital Plan 2021-2025 Review of capital plan by Hardy from handout. Holbrook notes that revenue generating projects cannot be done within 3 years of using discretionary funds. Storti asks if design of hangars can be moved up to be ready to build when funds are available. Hardy notes that the planning phase can be moved up, but the process is generally quick for planning. Benish asks what is more important the runway project or hangars. Langbecker inquires if hangars can be built immediately following runway project. Holbrook says he will investigate. Langbecker believes the runway project is more important based on needs. Holbrook mentions the idea of getting creative with funding using entitlement swaps with other airports. b. 2019 Preliminary EOY Revenue and Expense Statement Hardy describes pg. 41-45 to the commission. Hardy describes the difference between the operating fund and the capital fund. c. Airport Capital and Operational Fund Account Balances Hardy notes the Operating fund is at \$109,000 at EOY 2019. Hardy notes that if \$50,000 was moved to the capital fund it would be fully funded with projects listed through 2025. Hardy notes the capital fund has gone from \$34,000 in 2014 to \$97,000 in 2019. Benish notes for that movement to happen a motion must be made. Forbes makes a motion second by Storti to move \$50,000 from the Operational Fund to the Capital Fund. Motion carries unanimously. Masters asks if there are any negative impacts to the movement. Hardy notes that airport money must stay

	with the airport as part of the regulatory language related to commissions. In essence the commission would be aligning current excess funds into the proper fund accounts for the upcoming expenditures per the proposed capital plan. Forbes indicates he wants this completed before Roxanne Hamilton retires.
9	Highway Commissioners Report a. Camera Security Project Bid Results Hardy shares the three bids with the commission. Hardy notes that TC Networks was awarded the bid. Masters asks why there was such variation with the bid from System Technologies. Hardy notes that they were doing more hardwiring which required more physical movement of earth. b. Carpet Project Update Hardy notes that a bid has been awarded to Gobin and Allion flooring to replace the carpeting in the terminal. c. Class E airspace and Policy 1309 Drones. Hardy gives the commission the county's new drone policy. Hardy states the FAA is still in control of the action of drones but that the policy was meant to standardize the acquiring and use of drones by county departments. And, that a separate airport policy regarding drone usage is not necessary as their operation is limited by the airport's Class E air space and governed by FAA rules.
11	Airport Manager Report a. Fuel Report Langbecker reports 35% increase in fuel sales year over year. Langbecker notes that part of this was caused by a rapid price reduction in 100LL prior to the installation of our new system. Langbecker also notes that Platteville airport was unable to supply Jet-A during part of the crop dusting season which boosted our sales. Hardy passes out month to month comparison of fuel sales. It is noted that we were budgeted for \$8,750 but turned in a profit of \$18,939 due to increased sales. Langbecker notes that we are \$.13 higher than the average price for 100LL and \$.11 lower than the average price for Jet-A for airports within a 50 mile range. Christen notes that the markup was traditionally \$1 above the price we purchased it at. Langbecker explains that blending the margins for both 100LL and Jet-A puts us at \$1 markup per gallon. The commission is content with pricing but encourages Langbecker to watch upcoming prices due to fluctuations. b. Hangar Moisture Mitigation Project Langbecker reports that T-1 has been moisture free through the winter. Langbecker states that this was the test hangar for the project and that the materials have arrived to complete the project with the rest of the t-hangars. Langbecker states that they will be converted as time and weather allows. c. Lower Taxiway Reconstruction Project

	Langbecker states that the project is moving along on schedule. Dates of note include; Bid packet completion March 25th, Pre Bid Meeting April 8th, Bid Submittal April 23rd, Contract Completion time July 17th. Christen asks if there is a penalty for late completion due to the timing of Oshkosh AirVenture. Holbrook states there is a daily penalty in the contract. d. Automated Weather Operation Station (AWOS) update Langbecker states he has been in contact with Wisconsin Electric Service since the snow has melted. Langbecker states he does have a quote in hand from A&B Electric. Commission agrees to give Wisconsin Electric until Tuesday 3/17 to begin the process of getting us a quote and that Langbecker should contact A&B to validate that it is still a valid quote.
12	Airport Commission Chair report – No Report
13	The next meeting will be announced by the County Board Chair or County Administrator after the April elections.
13	Adjournment. Motion to adjourn by Storti second by Christen approved unanimously. Meeting concluded at 6:43pm
Minutes prepared by Adam Langbecker; Gone Flyin Aviation	

AGENDA ITEM COVER SHEET

Title: 3-31-2020 Financial Reports for the Public Works Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

3-31-2020 Preliminary financial report with a comparison of budget to actual year-do-date for the departments that report to the Public Works Committee

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Preliminary 3/31/2020 Financial Statements

FISCAL IMPACT:

None, status of the 2020 budgetary balances as of 3/31/2020 - preliminary

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Roxie Hamilton

DEPT: Finance Department

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

	A	B	C	D	E	F	G	H	I
1	Iowa County Public Works Committee - Financial Statement - Includes only those Departments that report to the Committee								
2	For the Period Ending March 31, 2020 as of 5/29/2020								
3	<u>Department</u>	<u>2020 Tax Levy Amount - Adopted & Fund Balance Applied</u>	<u>Budget Adjustments / Transfers</u>	<u>Carryovers From Prior Year</u>	<u>2020 Tax Levy + Budget Adjustments / Transfers / Carryovers</u>	<u>Revenues - other than Tax Levy</u>	<u>Expenditures</u>	<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>Notes</u>
4	<u>General Fund</u>								
5	Planning & Development	109,294			109,294	36,676	73,470	72,500	
6	Land Conservation	173,211			173,211	63,128	78,630	157,709	
7									
8	Total General Fund	282,505	-	-	282,505	99,804	152,100	230,209	
9									
10	<u>Special Revenue & Capital Funds</u>								
11	Tri County Airport	10,702			10,702	3	15,452	(4,747)	
12	Iowa County Airport - operating	76,437			76,437	32,638	36,474	72,601	
13	Wisconsin River Rail Transit - Expenditures	30,000			30,000	-	30,000	-	
14	Capital Projects Fund - Land Conservation Only	38,000			38,000	-	3,747	34,253	
15	Capital Projects Fund - Planning & Development Only	20,000			20,000	-	-	20,000	
16	Capital Projects Fund - Airport only	-			-	-	1,884	(1,884)	
17	Special Rev & Capital Funds Total	175,139	-	-	175,139	32,641	87,557	120,223	
18									
19	<u>Enterprise Funds</u>								
20	Highway Dept-includes 50/50 bridge aids & Hwy Debt Pmts	4,258,395			4,258,395	1,291,297	1,385,587	4,164,105	
21	Enterprise Funds Total	4,258,395	-	-	4,258,395	1,291,297	1,385,587	4,164,105	
22									
23	Total of All Funds	4,716,039	-	-	4,716,039	1,423,742	1,625,244	4,514,537	

9

	A	B	C	D	E	F	G	H	I
1	Departments that Report to the Iowa County Public Works Committee						compiled 4/29/2020		
2	For the period ending 3/31/2020 as of 4/29/2020								
3	Revenue - Compare Budget to Actual	2020 Adopted Annual Budget including Tax Levy & Fund Balances Applied	Budget Adjustments / Transfers	Carryovers From Prior Year	2020 REVISED BUDGET	Total Department YTD REVENUES	REMAINING BALANCE	PCT OF YEAR	PCT YTD
4	100 GENERAL FUND								
5	75 PLANNING & DEVELOPMENT DEPT	330,250			330,250	36,676	293,574	23%	11%
6	84 LAND CONSERVATION DEPARTMENT	289,458			289,458	63,128	226,330	23%	22%
7									
8	TOTAL: GENERAL FUND	619,708	-	-	619,708	99,804	519,904	23%	16%
9	260 TRI COUNTY AIRPORT								
10	06 TRI-COUNTY AIRPORT	10,705			10,705	10,705	-	23%	100%
11	262 IOWA COUNTY AIRPORT								
12	07 IOWA COUNTY AIRPORT	173,472			173,472	109,075	64,397	23%	63%
13	263 RAILROAD								
14	08 WI RIVER RAIL TRANSIT COMM	30,000			30,000	30,000	-	23%	100%
15	400 CAPITAL PROJECTS FUND								
16	32 CAPITAL PROJECTS - Land Conservation	38,000			38,000	38,000	-	23%	100%
17	32 CAPITAL PROJECTS - Planning & Developmnt	20,000			20,000	20,000	-	23%	100%
18	32 CAPITAL PROJECTS - Airport only	-			-	-	-	23%	#DIV/0!
19	710 HIGHWAY DEPARTMENT								
20	70 HIGHWAY DEPT-includes 50/50 bridge aid and Debt	9,571,916			9,571,916	5,549,692	4,022,224	23%	58%
21									
22	TOTAL OF ALL FUNDS	10,463,801	-	-	10,463,801	5,857,276	4,606,525	23%	56%
23									
24	Expenditure - Compare Budget to Actual	2020 ADOPTED ANNUAL BUDGET	Budget Adjustments / Transfers	Carryovers From Prior Year	2020 REVISED BUDGET	Total Department YTD Expenditures	REMAINING BALANCE	% of Year	Actual % YTD
25	100 GENERAL FUND								
26	75 PLANNING & DEVELOPMENT DEPT	\$ 439,544			\$ 439,544	\$ 73,470	\$ 366,074	23%	17%
27	84 LAND CONSERVATION DEPARTMENT	\$ 462,669			\$ 462,669	\$ 78,630	\$ 384,039	23%	17%
28									
29	TOTAL: GENERAL FUND	\$ 902,213	\$ -	\$ -	\$ 902,213	\$ 152,100	\$ 750,113	23%	17%
30	260 TRI COUNTY AIRPORT								
31	06 TRI-COUNTY AIRPORT	\$ 10,705			\$ 10,705	\$ 15,452	\$ (4,747)	23%	144%
32	262 IOWA COUNTY AIRPORT								
33	07 IOWA COUNTY AIRPORT	\$ 173,472			\$ 173,472	\$ 36,474	\$ 136,998	23%	21%
34	263 RAILROAD								
35	08 WISCONSIN RIVER RAIL TRANSIT	\$ 30,000			\$ 30,000	\$ 30,000	\$ -	23%	100%
36	400 CAPITAL PROJECTS FUND								
37	32 CAPITAL PROJECTS-Land Conservation	38,000			\$ 38,000	\$ 3,747	\$ 34,253	23%	10%
38	32 CAPITAL PROJECTS - Planning & Developmnt	20,000			\$ 20,000	\$ -	\$ 20,000	23%	0%
39	32 CAPITAL PROJECTS-AIRPORT	-			\$ -	\$ 1,884	\$ (1,884)	23%	#DIV/0!
40	710 HIGHWAY DEPARTMENT								
41	70 HIGHWAY DEPT-includes 50/50 bridge aid & Debt Payments	\$ 9,571,916			\$ 9,571,916	\$ 1,395,587	\$ 8,186,329	23%	14%
42									
43	TOTAL OF ALL FUNDS	\$ 10,746,306	\$ -	\$ -	\$ 10,746,306	\$ 1,625,244	\$ 9,121,062	23%	15%
44	Notes:								
45	YTD = Year-to-date								
46									

(P)



Craig Hardy, Highway Commissioner

www.iowacounty.org

May 12, 2020

Airport Commission Meeting 5-18-2020

Highway Commissioner's Report:

1. With Covid-19 and an early spring, we shut down the airport operations for a period of 10 days (March 17-29). The Airport Manager performed their normal duties via remote access. The Covid-19 threat has been handled similar to a Bloodborne pathogen incident with regards to implementation of our Safety Plan.
 - a. Public Access to the Pilot's Lounge and Airport Office were ceased during this time period. Access and usage of the fuel farm and bathrooms facilities has been maintained. Some additional sanitizer dispensers and other cleaning supplies have been made available for cleaning high touch surfaces including the dispenser, card reader, and courtesy vehicle.
 - b. The manager has a provided 24-7 on call cell phone and number for responding to any requests for assistance.
 - c. We continued with projects as scheduled prior to the covid19 event. Bids were accepted and awarded for the camera security project and carpet replacement projects.
 - d. The Airport Manager coordinated contractors for the two projects, so only one vendor was on site at any one time. We implemented some housekeeping rules for the contractor's employees to follow regarding cleaning and sanitizing work areas, and both projects were performed during the last 60 days.
2. A big THANK YOU to the Land Conservation Department (Katie and Sarah) and regional Natural Resource Conservation Service (Kelli) for assisting with the erosion issues along the NE corner of the property adjacent to the Ivey parcels. Over the last couple of lease agreement periods for agricultural property at the grounds, the waterways have been encroached upon to the point of ineffectiveness. During April; we reconstructed 3 waterways to mitigate some erosion problems. All in all there are 20+ waterways in the ag fields of the airport property. LCD will continue to evaluate and design proper waterways for those locations. As the designs are completed, we will coordinate repair work around planting schedules to re-establish them.
3. In addition; the LCD developed conservation plans for all county rental properties. The plan for the airport grounds was approved in the Fall of 2014. In 2019, a new lease was let which imposed the conservation plan requirements onto the renter. Per the plan, the renter has to comply with certain requirements to minimize soil loss and provide a nutrient management plan to cover their years of rental. Langdon with the LCD is working with the renter to be in compliance with the lease requirements and development of their plan to mitigate further erosion issues.
4. The adjoining landowner (Bruce Ivey) would like to discuss other options for the use of the airport fields to eliminate or limit crops to hay to further mitigate erosion problems for fields where slopes might be considered excessive or marginal for crops. Since crop rentals are directly tied to airport revenues for operations; at this point we (County Conservationist and

Highway Commissioner) feel the best approach is to work with renters to follow the Conservation and Nutrient Management plans for the grounds. If properly implemented those items should eliminate the erosion problems and the effects on neighboring parcels. If it is determined further measures are necessary to alleviate the problems, we could revisit the issue.

5. The Federal CARES Act for Covid19 provided funding to airports nationwide. The Iowa County airport qualifies for \$30,000 in funding. The BOA established two formats for request and distribution of funds; for operations or improvements. The Airport Manager responded to the BOA request to utilize the funding for operational expenses.
6. Gypsy Moth Spraying – The DNR has provided an implementation plan for gypsy moth spraying in the County for 2020. The maps and locations are posted on the Iowa County Airport website for more information.
7. Hangar agreement updates – Hangar T-2 has been vacated by Roger Ihm. The County recuperated the past due rents including utilities from him dating back to 2019. The Manager is in the process of renting T-2 back out, based on the backlog he has for requests for space on the grounds.

Respectfully Submitted,

Craig E Hardy, PE/RLS

Iowa County Highway Commissioner

CONSTRUCTION PLAN

PRACTICE GRASSED WATERWAY(412)
 LANDOWNER IOWA COUNTY AIRPORT
 ADDRESS 3151 HWY 39, LINDEN WI 53553
 LANDOWNER PHONE NO. _____ COUNTY IOWA
 TOWNSHIP LINDEN T 5 N, R 2 E, Sec. 22
 FIELD OFFICE Dodgeville TELEPHONE NO. 608-930-9891

DIGGERS HOTLINE

Call 3 Work Days
Before You Dig!

Nationwide
811

Toll Free
1-800-242-8511

TDD
1-800-542-2289

Website
www.diggershotline.com



LOCATION MAP

NOTICE TO LANDOWNERS AND EXCAVATORS

Any representation made by the USDA, Natural Resources Conservation Service, or the IOWA County LCD, as to the approximate location or nonexistence of above or under ground hazards does not relieve the owner of the property or the excavator that is hired to complete construction, from notifying Diggers Hotline of the pending construction. You will be liable for damages resulting from construction activities.
 Call Diggers Hotline! Ticket Number _____

CONSTRUCTION DRAWINGS AND SPECIFICATIONS ACCEPTANCE

I have reviewed and understand the construction plans and specifications and agree to complete the work accordingly. Failure to meet these plans and specifications may jeopardize any continued NRCS technical assistance or program cost sharing applied for. I understand that it is my responsibility to secure all necessary permits and licenses, and to complete the work in accordance with all local, state, and federal laws. Modification of these construction plans or specifications must be approved by the NRCS before installation. I assume all responsibility for negotiations and contract agreements with the construction contractors.

Signed: _____	Date: _____
Designed by: <u>SARAH HOVIS</u>	Date: <u>4/2020</u>
Checked by: <u>Kelli Neitzel</u>	Date: <u>4/2020</u>
Approved by: <u>Kelli Neitzel</u>	Date: <u>4/16/2020</u>
Job Approval Class <u>I</u>	

Sheet 1 of 18

ESTIMATED QUANTITIES

[illegible]

Quantities are estimated to the neat lines and grades of in-place materials shown on the construction plan unless otherwise stated. Truck yardage, loose fill, shrinkage, etc., must be calculated and compensated for by the contractor preparing a bid or constructing the project.



ESTIMATED QUANTITIES

CLIENT: _____ IOWA COUNTY AIRPORT

COUNTY: _____ IOWA

CLIENT: IOWA COUNTY AIRPORT

COUNTY: IOWA

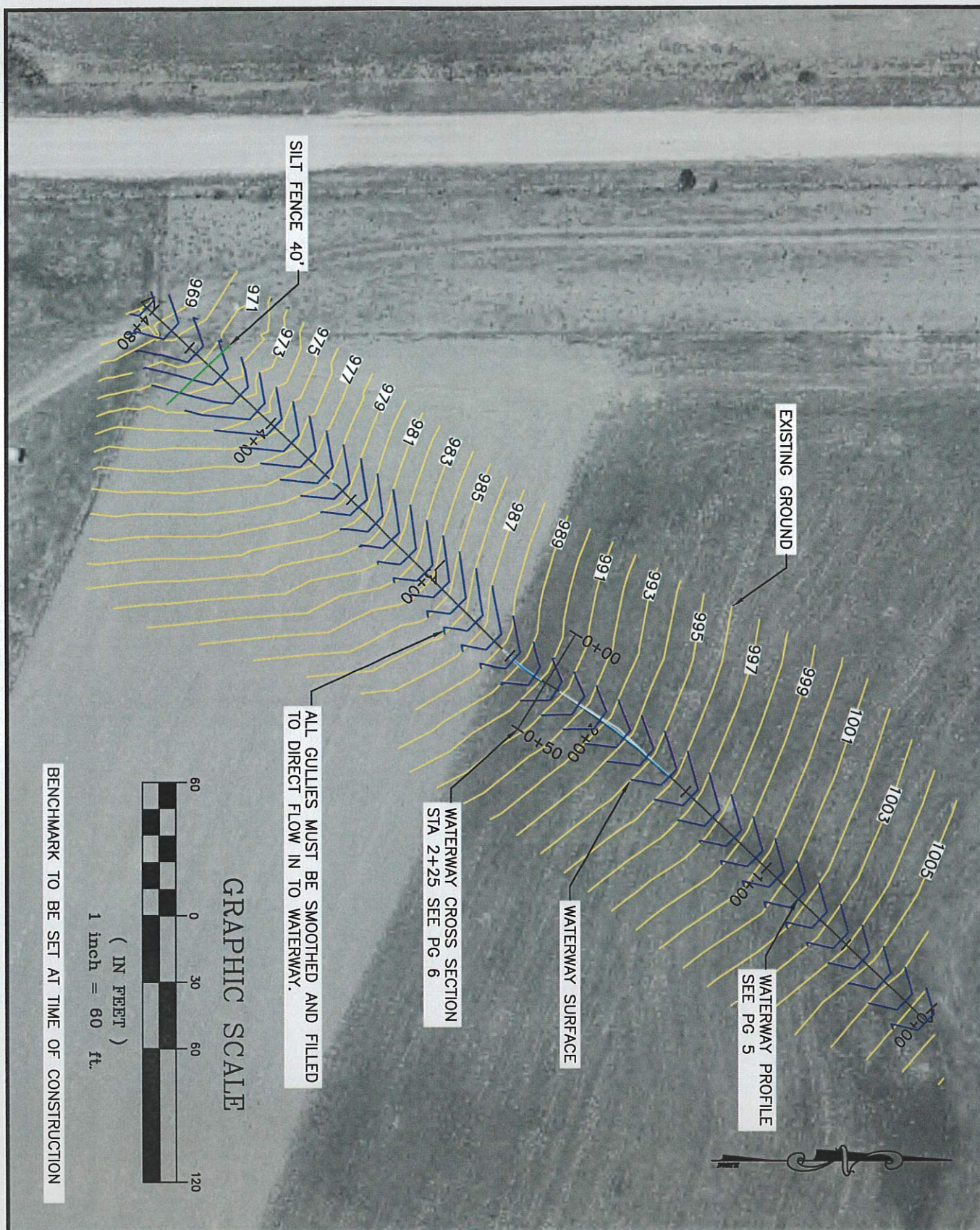
Designed	SH	Date	4/2020
Drawn	SH		4/2020
Checked	KEN		4/2020
Approved			

Drawing Name WI-005A
Date 5/09
Sheet 2 of 18

CONSTRUCTION NOTES

1. ALL UNDERGROUND HAZARDS AND UTILITIES MUST BE INVESTIGATED PRIOR TO CONSTRUCTION. NOTIFICATION OF EFFECTED UTILITY COMPANIES IS THE RESPONSIBILITY OF THE CONTRACTOR. CONTACT DIGGERS HOTLINE AT LEAST THREE DAYS PRIOR TO START OF CONSTRUCTION.
2. A PRE-CONSTRUCTION MEETING SHALL BE SCHEDULED WITH LCD PERSONNEL, THE CONTRACTOR, AND THE LANDOWNER PRIOR TO CONSTRUCTION START-UP IF TECHNICAL ASSISTANCE IS DESIRED.
3. THE CONTRACTOR AND/OR LANDOWNER SHALL NOTIFY IOWA COUNTY LCD AT LEAST 3 DAYS PRIOR TO START-UP OF CONSTRUCTION IF TECHNICAL ASSISTANCE IS DESIRED.
4. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH WISCONSIN NRCS CONSTRUCTION SPECIFICATIONS (ATTACHED TO THIS PLAN).
5. STRIP AND STOCKPILE TOPSOIL FOR RESPREADING ON CONSTRUCTED GRASSED WATERWAY.
6. ALL GULLIES MUST BE SHAPED AND FILLED TO DIRECT FLOW INTO THE WATERWAY.
7. SEED, FERTILIZE, LIME AND MULCH ANY AREA NOT TO BE CROPPED AS SOON AS POSSIBLE AFTER CONSTRUCTION ACCORDING TO SHEETS 6 AND 7 OF THIS PLAN.
8. SILT FENCE SHALL BE INSTALLED DOWNSLOPE OF LAND DISTURBANCE TO PREVENT SEDIMENT DISCHARGE.
9. LCD PERSONNEL SHALL FLAG THE PROJECT IF TECHNICAL ASSISTANCE IS DESIRED.
10. LCD PERSONNEL SHALL APPROVE FINAL CONSTRUCTION IF TECHNICAL ASSISTANCE IS DESIRED.
11. ALL SPOILS SHALL BE SPREAD OR STOCKPILED IN AN UPLAND AREA, SPOILS MUST NOT BE PLACED IN DEPRESSIONS OR WETLANDS.
12. SEED AND MULCH SHALL BE COMPLETED A MAXIMUM OF 3 DAYS AFTER ANY GRADING WORK IS COMPLETED. SEED AND MULCH WILL BE APPLIED SOONER IF ANY SIGNIFICANT RAINFALL IS EXPECTED.
13. SEED RATES ARE FOR PURE LIVE SEED, NOT TOTAL WEIGHT.

 <b style="font-size: 2em;">NRCS Natural Resources Conservation Service United States Department of Agriculture	CONSTRUCTION NOTES		Date	Drawing Name
	CLIENT: <u>IOWA COUNTY AIRPORT</u>	Designed <u>SH</u>	<u>4/2020</u>	
	COUNTY: <u>IOWA</u>	Drawn <u>SH</u>	<u>4/2020</u>	Date
		Checked <u>KEN</u>	<u>4/2020</u>	<u>1/09</u>
		Approved _____	Sheet 3 of 18	

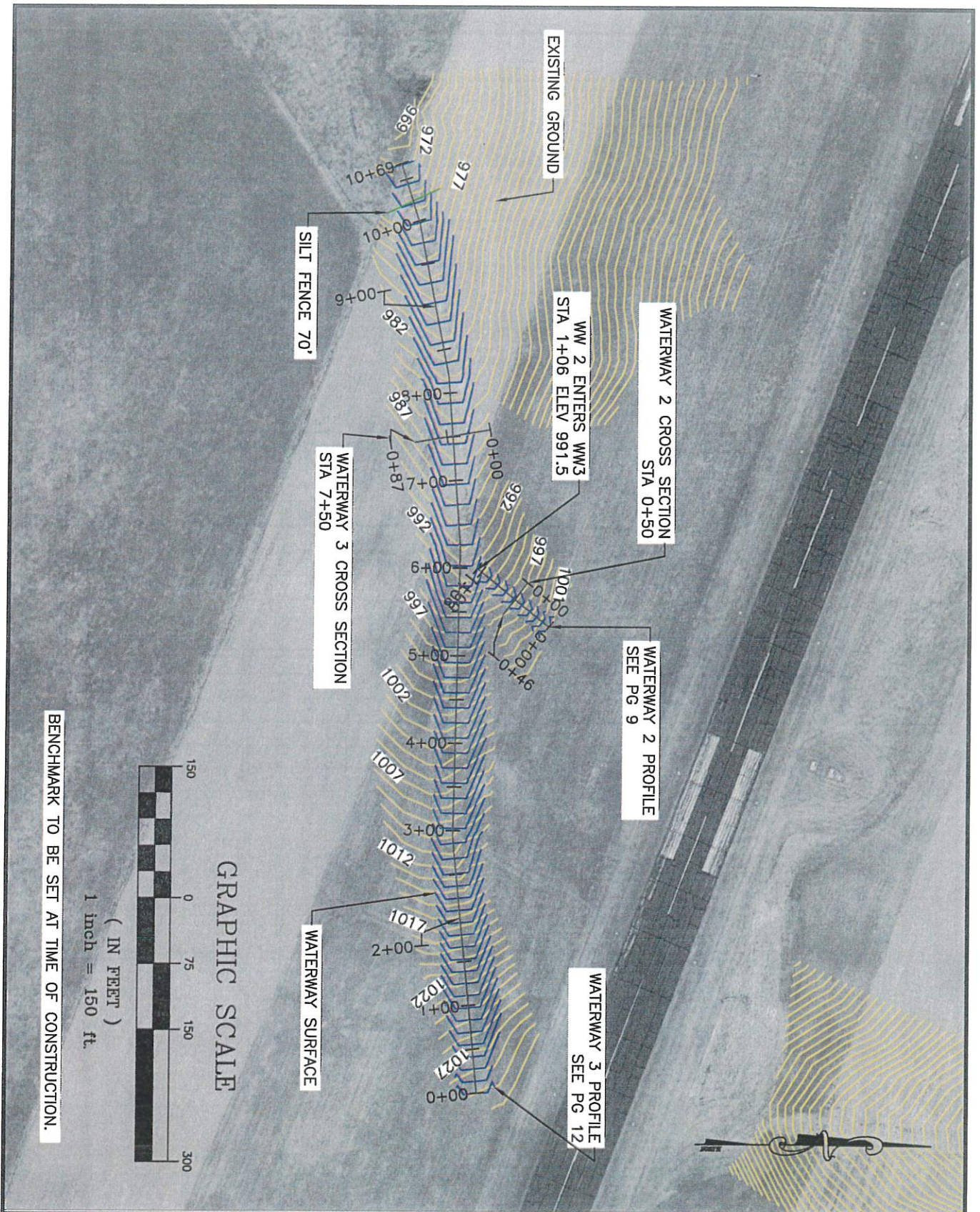


PLAN VIEW - WW 1

CLIENT: IOWA COUNTY AIRPORT
COUNTY: IOWA

Designed	SH	Date	4/2020
Drawn	SH	Date	4/2020
Checked	KEN	Date	4/2020
Approved			

Drawing Name	WI-007
Date	10/2006
Sheet	4 of 18



PLAN VIEW WW 2 AND WW 3

CLIENT: IOWA COUNTY AIRPORT
COUNTY: IOWA

Designed	SH	Date	4/2020
Drawn	SH	Date	4/2020
Checked	KRV	Date	4/2020
Approved			

Drawing Name	WI-007
Date	10/2006
Sheet	8 of 18

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PLAN VIEW WW 2 AND WW 3		CLIENT: IOWA COUNTY AERODROME		DRAWN BY: J. L. HARRIS	
DATE: 10/20/20		SCALE: 1" = 100'		SHEET NO. 1 OF 1	
PROJECT: IOWA COUNTY AERODROME		DRAWN BY: J. L. HARRIS		CHECKED BY: J. L. HARRIS	
DATE: 10/20/20		SCALE: 1" = 100'		SHEET NO. 1 OF 1	

Craig Hardy

From: Malicki, Matthew - DOT <Matthew.Malicki@dot.wi.gov>

Sent: Monday, May 4, 2020 12:58 PM

To: Malicki, Matthew - DOT

Cc: Greene, David - DOT; Weaver, Tamera - DOT; Brummond, Scott - DOT; DeWinter, Thomas - DOT; Strait, Mary - DOT; Trimble, Andrew - DOT; Montgomery, Corbin - DOT; Kaarto, Kim - DOT; Miller, Stacey - DOT; Ward, Lucas W - DOT; Holbrook, Joshua P - DOT; Stearn, Gayle - DOT; Hottenstein, Wendy - DOT; Graczykowski, Mark - DOT; Messina, Matthew R - DOT

Subject: CARES Act Funds - Administration Update from Wisconsin Bureau of Aeronautics

Attachments: CARES Act Letter to WI Airports.pdf; Assignment by Project Manager with Email and Phone.pdf; CARES Act Amounts for WI Airports.pdf; GA Airport Special Agency Agreement CARES Act.docx

Dear Wisconsin Airports:

I hope you are all doing well in these challenging times. Attached to this email are a few items related to the Coronavirus Aid, Relief, and Economic Security (CARES) Act. We appreciate your patience as we work through the requirements of our state statute to be able to expeditiously assist you in receiving your CARES Act funding.

Included in the attachments to this email is a status update letter, which outlines the CARES Act program and how the Bureau of Aeronautics (BOA) will administer the funds here in Wisconsin. Also, attached is some additional BOA resource material, such as project manager contact information and CARES Act funding amounts per airport as identified by the FAA.

For the GA airports: Included in the status update letter is a response needed from each of you to help us apply for the Block Grant of CARES Act funds. Please note that a response is needed from you by the close of business on **Monday, May 11, 2020**, stating your intention of how you plan to utilize your CARES Act funding. In order to expedite that response, I have included the response language that you can fill in and send to your Bureau of Aeronautics project manager below:

1. (Airport) has been allocated \$X under the CARES Act. We (INTEND or DO NOT INTEND) to request this funding.

2. If you intend to receive the funding, you plan to use these funds for (Select One):

- 1) Operational needs only (salary, utilities, debt, etc.)
- 2) Operational needs and development project opportunities
- 3) Development project opportunities only

3. If any development is planned, please indicate that you acknowledge the traditional airport development requirements (petition process/agency agreement complete, environmental clearance, construction safety phasing, air spacing, etc.). All are still required. Include a description of the project you desire to accomplish:

Again, a response to the three questions above is required by the close of business on **Monday, May 11, 2020**. Additionally, for those of you who will be requesting some/all of your CARES Act funding be used for "Operations and Maintenance" of your GA airport, attached is a special agency agreement form that will need to be returned to your BOA project manager prior to BOA submitting the grant application for GA airports.

For the Primary Airports: A separate correspondence will be sent shortly.

If you have any questions at all, please reach out to your Bureau of Aeronautics project manager. We look forward to working with you to put these available funds to work!

Sincerely,

Matt Malicki, P.E.
Wisconsin Bureau of Aeronautics
Airport Engineering Section Chief
4822 Madison Yards Way, 5th Floor South
P.O. Box 7914
Madison, WI 53707-7914
(608) 267-5273

Attachments: CARES Act Letter to Airports.pdf
Assignment by Project Manager with Email and Phone.pdf
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CARES Act Stimulus Funds for Airports

Dear Airport Sponsor,

In preparation for the upcoming Coronavirus Aid, Relief, and Economic Security (CARES) Act Airport Grant (Coronavirus Stimulus) Program, the Wisconsin Department of Transportation - Bureau of Aeronautics (BOA) is sharing the most up to date information we have in order to quickly and efficiently distribute the funds that have been allocated. For general information on the program, please visit https://www.faa.gov/airports/cares_act/. Within this email, there are two specific requests required of all NPIAS airports.

The airport grant portion of the CARES Act, has been established to assist airports with both operational needs and capital improvement programs. It is important to note that, while these programs may mirror the traditional Airport Improvement Program (AIP) from a financial processing standpoint, the eligible airports, eligible expenses, and processes will vary. This communication will focus primarily on the Operation and Maintenance Grant.

General Aviation Operation and Maintenance Grant

This grant is intended to stabilize airport operational needs. Funds have been allocated by Federal Aviation Administration (FAA) headquarters based on a formula that included ASSET Study airport classification and ranges from \$1,000 to \$157,000 per general aviation airport. Primary airports are receiving funds based on a separate formula to be administered by FAA.

These funds are available to cover any cost for which airport funds can traditionally be used per the FAA Revenue Use Policy. This is not the same thing as an eligible cost under AIP, which is much narrower than the FAA Revenue Use Policy. For more information on the FAA Revenue Use Policy, go to govinfo.gov/content/pkg/FR-1999-02-16/pdf/99-3529.pdf.

These funds can be used for operational needs like salaries, utilities, debt, and other similar items. The intent is to relieve any operational costs incurred since January 20, 2020, extending until the grant amount is fully utilized.

BOA encourages each sponsor to use these funds solely for operational needs, to expedite the distribution of funds. However, capital development is also eligible under the program. Please be aware that all traditional AIP project requirements (NEPA clearance, construction safety phasing, Buy American, etc.) will remain and need to be addressed prior to subgrant award, should you choose to use your Operation and Maintenance Grant for development purposes. This will be a slower process given the emphasis and intent of the CARES Act funding.

Procedurally, these funds will be administered by the BOA in a manner similar to the existing block grant program.

05-04-2020

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Primary Airport Grants

BOA's State Block Grant role regarding the primary airports' CARES Act grant is currently under discussion at the federal and state level at this time. Additional information on these grants will be forthcoming.

To expedite distributing your Operation and Maintenance Grant, every airport that is a part of the National Plan of Integrated Airport Systems (NPIAS) needs to contact their BOA Aeronautics project manager by close of business on Monday, May 11, 2020 (project manager list and Fund Allocation Table attached).

In your communication to your BOA project manager, please use this format and enter/submit your information in the highlighted locations:

1. (Airport) has been allocated \$X under the CARES Act. We (INTEND or DO NOT INTEND) to request this funding.
2. If you intend to receive the funding, you plan to use these funds for (Select One):
 - 1) Operational needs only (salary, utilities, debt, etc.)
 - 2) Operational needs and development project opportunities
 - 3) Development project opportunities only
3. If any development is planned, please indicate that you acknowledge the traditional airport development requirements (petition process/agency agreement complete, environmental clearance, construction safety phasing, air spacing, etc.). All are still required. Include a description of the project you desire to accomplish:

It remains BOA's intent to distribute these funds as quickly as possible. A response from every National Plan of Integrated Airport Systems (NPIAS) airport to BOA staff remains critical for finalization of an overall grant application from BOA to the FAA for the Operations and Maintenance funds. For airports requesting Operations and Maintenance funds, an agency agreement will need to be in place for BOA to apply for the Operations and Maintenance block grant funding. Once BOA applies for and receives the Operational Grant Funds from the FAA, the follow steps will need to occur:

1. Invoices, payroll summaries, or other financial documents supporting the grant request will be required for any Operations and Maintenance Grant. Those documents will be submitted to your BOA project manager for processing and payment. If development is planned to be utilized, additional information is needed and may delay the processing of your CARES Act funding.
2. Maintain all documentation that supports your utilization of the grant. It is highly anticipated that an audit of these funds and their use will occur.

3. The process for grant closeout has not yet been finalized. As that information is developed and provided, it will be shared.

Again, please respond for your airport with answers to the three questions above by the close of business on **Monday, May 11, 2020.**

Sincerely,

Matt Malicki
Airport Engineering Section Chief
Wisconsin Bureau of Aeronautics

Attachments:

- BOA Project Manager List
- Fund Allocation Table
- CARES Act Operations and Maintenance Agency Agreement

05-04-2020

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The process for grant renewal has not yet been finalized. As that information is developed and provided, it will be shared.

Again, please respond for your signature with answers to the three questions above by the date of submission on Friday, May 11, 2012.

Sincerely,

David A. Reed

Executive Director
National Foundation for the Blind

Attachment

2012 Project Manager List

Final All-Callup Form

2012 All-Callup Form and Project Manager List

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02-04-2012

CARES ACT GRANT OPERATIONS AND MAINTENANCE COSTS AGENCY AGREEMENT

DEPARTMENT OF TRANSPORTATION
BUREAU OF AERONAUTICS
Madison, Wisconsin

AN AGREEMENT DESIGNATING THE SECRETARY OF TRANSPORTATION AS ITS AGENT

WHEREAS, the «muni», «county» County, Wisconsin, hereinafter referred to as the sponsor, requests reimbursement with federal funds for the «airport» Airport for:

Airport operations and maintenance costs, under the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant.

WHEREAS, the Secretary is authorized to act as agent for the sponsor for the following activities: application for the CARES grant, acceptance of the grant offer, evaluation and approval/disapproval of reimbursement requests, processing and remitting of reimbursements, and the closing of the grant.

WHEREAS, the Secretary is authorized to act as agent for the sponsor until financial closing of the CARES Act grant;

NOW THEREFORE, the sponsor and the Secretary do mutually agree that the Secretary shall act as the sponsor's agent in the matter of the airport operations and maintenance costs reimbursement;

IN WITNESS WHEREOF, the authorized representatives of the parties have affixed their signatures and the seal of the parties.

WITNESS:

The «muni»
«county» County, Wisconsin
Sponsor

By:

(TITLE)

(TITLE)

By: SECRETARY OF TRANSPORTATION

David M. Greene, Director
Bureau of Aeronautics

CARBS ACT GRANT OPERATIONS AND MAINTENANCE
COSTS AGENCY AGREEMENT

DEPARTMENT OF TRANSPORTATION
BUREAU OF AERONAUTICS
Madison, Wisconsin

A AGREEMENT DESIGNATING THE
SECRETARY OF TRANSPORTATION AS THE AGENT

WHEREAS, the Secretary of Transportation is authorized by the Department of Transportation to execute and perform all the duties and functions of the Secretary of Transportation in the absence of the Secretary of Transportation; and

WHEREAS, the Secretary of Transportation is authorized by the Department of Transportation to execute and perform all the duties and functions of the Secretary of Transportation in the absence of the Secretary of Transportation; and

WHEREAS, the Secretary of Transportation is authorized by the Department of Transportation to execute and perform all the duties and functions of the Secretary of Transportation in the absence of the Secretary of Transportation; and

IN WITNESS WHEREOF, the authorized representatives of the parties have signed their signatures and the seal of

Blank

WITNESS

BY _____
(TITLE)

BY _____
(TITLE)

BY SECRETARY OF TRANSPORTATION

David M. Greene, Director
Bureau of Aeronautics

1. Fuel Sales

- a. March saw an increase from last year in both 100LL (111%) and Jet A (97%) with 1400 gallons sold between both products.
- b. April saw an increase from last year in both 100LL (107%) and Jet A (26%) with 1220 gallons sold between both products.
- c. The first quarter of the year is off to a strong start with increases in 100LL (100%) and Jet A (84%). A lighter than normal winter with minimal interruption in flyable days has boosted sales. Increased activity with MedFlight is also increasing sales.
- d. The second quarter of the year is off to a strong start. We do have confirmed spaying activity in May for gypsy moths which should put our Jet-A sales on track to match or exceed last years sales. 100LL sales will be dependent on how quick the flying community resumes activity. Local activity has been strong over the past couple of months and is largely dependent on weekend weather.
- e. Oshkosh AirVenture has been canceled for 2020. This will negatively affect fuel sales in Q3. Q3 is also when we replaced our 100LL tank last year, resulting in a clearance sale of the remaining fuel at the time. 100LL sales this year can be expected to be considerably lower than last year.
- f. Jet-A has been a bright spot on the year. MedFlight has increased use and activity at our airport. Crop spraying season comes in Q3 and hopefully is as successful this year as it was last season.

2. Automated Weather Observation System (AWOS) update

- a. Bid was accepted on April 16th from A.B. Electric for \$19,690. As of April 28th A.B. Electric was still waiting for a date from J & R Underground for the drilling. This is an insurance job stemming from a lightning strike last fall.

3. Security System Update

- a. The security system upgrade is nearing completion. We are awaiting the arrival of one replacement camera and a couple of minor camera adjustments. The server has been online since the end of April.
- b. Coverage now includes both gates, the entrances of all hangars, the fuel system, and various other overview shots.
- c. Training on the new system occurred on May 6th and included myself, Commissioner Hardy, the Sheriff's department, and Rick Klabough from I.T.

4. Office Building Carpet Replacement update

- a. Carpet replacement was complete on April 30th. Replacement included all area except the bathroom tile. The entrance used by Freight Runners was replaced using Vinyl Planks and the rest of the area was replaced using commercial carpet squares. The refresh has helped make the office building much more presentable

5. Lower Taxiway/Apron Replacement update

- a. Pre Bid meeting was held on May 6th. Planning of general work was laid out. The biggest change was the removal of the restrictions of work during Oshkosh due to it's cancellation this year.
- b. Notification to tenants will go out when start dates have been established. It can be expected that the project will take in excess of six weeks and will not be usable during that time. Tug operations will be allowed during that time to allow tenants to still use their aircraft.

6. Hangar Moisture Mitigation

- a. Backer rod has been inserted into the T-Hangar seals. T-Hangar T-1 was tested through the winter with success. It has been a relatively dry spring to assess the effectiveness of this mitigation effort.

Respectfully Submitted,

Adam Langbecker
Airport Manager

IOWA COUNTY AIRPORT - Comparison by Month of Number of Gallons of Fuel Sold													
	January	February	March	April	May	June	July	August	September	October	November	December	Totals for the Year
2018 - # of Gallons Sold 100LL													
Sale Price per Gallon	\$ 4.09	\$ 4.09	\$ 4.09	\$ 4.09	\$ 4.09	\$ 4.09	4.09 / 4.25	4.25 /4.65	\$ 4.65	\$ 4.65	\$ 4.65	\$ 4.65	
Total 100LL	131.00	187.23	542.36	672.56	534.02	842.09	2,729.63	643.34	613.57	371.23	424.89	269.28	7,961.20
JET-A Fuel													
Sale Price per Gallon	\$ 3.40	\$ 3.40	\$ 3.40	\$ 3.40	\$ 3.40	\$ 3.40	3.40 / 4.00	4.00 /4.10	\$ 4.10	\$ 4.10	\$ 4.10	\$ 4.10	
Total JET-A Fuel	269.70	161.78	242.24	912.02	530.06	1,320.62	1,485.32	1,972.27	433.72	389.35	220.88	550.27	8,488.23
2018 - Total Gallons - All Types	400.70	349.01	784.60	1,584.58	1,064.08	2,162.71	4,214.95	2,615.61	1,047.29	760.58	645.77	819.55	16,449.43
Difference between 2017 & 2018	93.98	(271.25)	458.91	743.46	(2,521.42)	1,028.79	1,443.92	105.86	322.13	213.78	(74.31)	306.54	1,850.39
% of Increase or (Decrease)	31%	-44%	141%	88%	-70%	91%	52%	4%	44%	39%	-10%	60%	13%
2019 - # of Gallons Sold 100LL													
Sale Price per Gallon	\$ 4.65	\$ 4.65	\$ 4.65	\$ 4.65	\$ 4.65	\$ 4.65	4.65 / 3.30	3.30 / 2.00		\$ 4.659	\$ 4.659	\$ 4.659	
Total 100LL	140.39	168.82	209.95	266.77	443.66	452.02	1,849.40	4,091.56	-	201.86	230.14	432.00	8,486.57
JET-A Fuel													
Sale Price per Gallon	\$ 4.10	\$ 4.10	\$ 4.10	\$ 3.95	\$ 3.95	\$ 3.95	\$ 3.95	\$ 3.95	\$ 3.95	\$ 3.959	\$ 3.959	\$ 3.959	
Total JET-A Fuel	180.54	406.33	485.72	532.08	2,052.90	1,368.44	2,575.68	3,980.59	257.39	1,346.16	565.39	30.06	13,781.28
2019 - Total Gallons - All Types	320.93	575.15	695.67	798.85	2,496.56	1,820.46	4,425.08	8,072.15	257.39	1,548.02	795.53	462.06	22,267.85
Difference between 2018 & 2019	(79.77)	226.14	(88.93)	(785.73)	1,432.48	(342.25)	210.13	5,456.54	(789.90)	787.44	149.76	(357.49)	5,818.42
% of Increase or (Decrease)	-20%	65%	-11%	-50%	135%	-16%	5%	209%	-75%	104%	23%	-44%	35%
2020 - # of Gallons Sold 100LL													
Sale Price per Gallon	\$ 4.659	\$ 4.659	\$ 4.659	\$ 4.659									
Total 100LL	277.55	316.99	442.51	550.37									1,587.42
JET-A Fuel													
Sale Price per Gallon	\$ 3.959	\$ 3.959	\$ 3.959	\$ 3.959									
Total JET-A Fuel	755.61	262.05	957.41	670.19									2,645.26
2020 - Total Gallons - All Types	1,033.16	579.04	1,399.92	1,220.56	-	-	-	-	-	-	-	-	4,232.68
Difference between 2019 & 2020	712.23	3.89	704.25	421.71	(2,496.56)	(1,820.46)	(4,425.08)	(8,072.15)	(257.39)	(1,548.02)	(795.53)	(462.06)	(18,035.17)
% of Increase or (Decrease)	222%	1%	101%	53%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-81%

BLAME