



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

DATE: January 6, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Input)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport
3. Reorganization of Airport Advisory Committee
4. Future FBO Operations
5. Future Flight Training
6. Next Meeting Date

Date: December 11, 2013

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**January 6, 2014**

Meeting called to order by Gary Kennedy at 11:30 am

Present: Kiel, Vogt, Ruffolo, Sigman, and Behnke

Excused: Vandevort and Davis

Also present: Gary Kennedy, Bruce Morton and Corporation Counsel Rollins

**Approval of Minutes**

A motion was made by Vogt, seconded by Ruffolo to approve the minutes from the December 9, 2013 meeting. Motion carried.

**Public Input:**

None

**Future Development for the Manitowoc County Airport**

Airport Manager gave the committee a copy of the Minimum Standards for the committee to review and to recommend any changes to the Minimum Standards if necessary.

**Reorganization of Airport Advisory Committee**

The Highway Committee approved the reorganization of the Airport Advisory Committee.

**Future FBO Operations and Future Flight Training**

Commissioner Kennedy explained the two proposals which were presented for Flight Training and future FBO operations to the committee. Discussion held by the committee.

**Next Meeting Date:**

February 3, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:45 p.m. was made by Kiel, seconded by Ruffolo. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

DATE: February 3, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Input)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards)
3. Future FBO Operations and Future Flight Training
4. Next Meeting Date

Date: January 8, 2014

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**February 3, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Kiel, Davis, Vogt, Ruffolo, Sigman, and Behnke

Excused: None

Also present: Gary Kennedy, Bruce Morton, Corporation Counsel Rollins, and Chris Neumeyer

**Approval of Minutes**

A motion was made by Kiel, seconded by Ruffolo to approve the minutes from the January 6, 2014 meeting. Motion carried.

**Public Input:**

None

**Future Development for the Manitowoc County Airport (Minimum Standards)**

The committee will review the Minimum Standards for the next upcoming meetings.

**Future FBO Operations and Future Flight Training**

Gary Kennedy updated the committee on the FBO proposals. The committee requested that one of the planes be IFR certified. The Highway committee will make a decision on this at its February 11, 2014 meeting.

**Next Meeting Date:**

March 3, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:00 p.m. was made by Ruffolo, seconded by Davis. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

DATE: March 3, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Input)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards)
3. Upcoming Events
4. Next Meeting Date

Date: February 14, 2014

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**March 3, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Sigman, Morton and Behnke

Excused: Kiel, Davis and Ruffolo

Also present: Gary Kennedy and Corporation Counsel Rollins.

**Approval of Minutes**

A motion was made by Vogt, seconded by Sigman, to approve the minutes from the February 3, 2014 meeting. Motion carried.

**Public Input:**

None

**Future Development for the Manitowoc County Airport (Minimum Standards)**

The committee discussed and recommended changes for the Minimum Standards from pages 1 – 10.

**Upcoming Events**

AOPA Live Seminar (Accident Case Study) May 14, 2014 7:00 p.m. to 9:00 p.m.

**Next Meeting Date:**

May 5, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:30 p.m. was made by Vogt, seconded by Sigman. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

**DATE:** June 2, 2014  
**TIME:** 11:30 AM  
**PLACE:** MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Input)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards)
3. Upcoming Events
4. Next Meeting Date

Date: May 14, 2014

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**June 2, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Davis, Morton and Behnke

Excused: Vogt, Sigman, Ruffolo and Kiel

Also present: Corporation Counsel Rollins and Sherwood Williams

**Approval of Minutes**

A motion was made by Davis, seconded by Morton to approve the minutes from the March 3, 2014 meeting. Motion carried.

**Public Input:**

Sherwood Williams gave an update on the flight training at the Manitowoc County Airport.

**Future Development for the Manitowoc County Airport (Minimum Standards)**

The committee discussed and recommended changes for the Minimum Standards relating to Part IV – Approach Protection. At the next meeting, Part III – Minimum Standards (Subtitle, Purpose, Application Requirements and All Operators) will be reviewed.

**Upcoming Events**

EAA Fly-In is June 7<sup>th</sup>

T-34's will be here the weekend before the EAA Air Venture in Oshkosh.

**Next Meeting Date:**

September 8, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:30 p.m. was made by Davis, seconded by Morton. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY**  
**AIRPORT ADVISORY COMMITTEE**  
**AMENDED MEETING NOTICE**

DATE: October 6, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards).
3. Upcoming Events – AOPA Seminar, October 8<sup>th</sup> @ Manitowoc County Airport.
- 4. *Improvements at FBO for airport pilots.***
5. Next Meeting Date

Date: September 23, 2014

***Amended: October 3 @ 8:35 a.m.***

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**October 6, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Sigman, Kiel, Davis, Ruffolo and Behnke

Excused: None

Also present: Gary Kennedy, Bruce Morton, Corp Counsel Rollins, and Oliver Marquardt.

**Approval of Minutes**

A motion was made by Kiel, seconded by Davis to approve the minutes from the March 3, 2014 meeting. Motion carried.

**Public Comment:** None

**Future Development for the Manitowoc County Airport (Minimum Standards)**

Discussion and recommended changes on Minimum Standards is completed through fence operations. Next meeting the committee will begin the review at **PART III**. Section 11.29, page 18.

**Upcoming Events**

Antiquers (EAA Chapter Event) October 19, 2014

Holy Family - Private Event October 29, 2014

**Improvements at FBO for Airport Pilots**

The committee discussed hours of operation and possible changes in weekend services.

**Next Meeting Date:**

November 3, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 1:45 p.m. was made by Davis, seconded by Kiel. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

DATE: November 3, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards)
3. Upcoming Events at Manitowoc County Airport
4. Improvements at FBO for airport pilots.
5. Next Meeting Date

Date: October 13, 2014

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**November 3, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Sigman, Kiel, Davis, and Behnke

Excused: Ruffolo

Also present: Gary Kennedy, Corporation Counsel Rollins, and Bruce Morton.

**Approval of Minutes**

A motion was made by Kiel, seconded by Davis to approve the minutes from the October 6, 2014 meeting. Motion carried.

**Public Comment:** None

**Future Development for the Manitowoc County Airport (Minimum Standards)**

Discussion and recommended changes on Minimum Standards is completed through **11.36 Specialized Commercial Flying Services (4)**. At the next meeting the committee will begin the review at Part IV, page 23. The committee discussed the height of trees on the south side of the airport. Motions made by Sigman, seconded by Kiel to have the FAA do the approach study for height regulations. Motion carried.

**Upcoming Events**

None at this time.

**Improvements at FBO for Airport Pilots**

The committee discussed a possible change to hours of operation for the FBO in the future to better serve the pilots.

**Next Meeting Date:**

December 1, 2014 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:45 p.m. was made by Kiel, seconded by Davis. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*



**MANITOWOC COUNTY  
AIRPORT ADVISORY COMMITTEE  
MEETING NOTICE**

DATE: December 1, 2014

TIME: 11:30 AM

PLACE: MANITOWOC COUNTY AIRPORT  
1815 FREEDOM WAY  
MANITOWOC WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular Business. (Call to order, previous minutes, vouchers, etc.)  
(Public Comment)

Specific subject matters upon which discussion or action is anticipated:

2. Future Development for the Manitowoc County Airport (Minimum Standards)
3. Upcoming Events at Manitowoc County Airport
4. Improvements at FBO for airport pilots.
5. Next Meeting Date

Date: November 17, 2014

Lynn Vandevort, Chair  
By: Chuck Behnke, Airport Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MINUTES**  
**AIRPORT ADVISORY COMMITTEE MEETING**

**December 1, 2014**

Meeting called to order by Vandevort at 11:30 am

Present: Vandevort, Vogt, Davis, Morton and Behnke

Excused: Kiel, Ruffolo and Sigman

Also present: Gary Kennedy and Corporation Counsel Rollins

**Approval of Minutes**

A motion was made by Davis, seconded by Vogt to approve the minutes from the November 3, 2014 meeting. Motion carried.

**Public Comment:** None

**Future Development for the Manitowoc County Airport (Minimum Standards)**

The committee completed the review of the Minimum Standards and Corporation Counsel Rollins will prepare an Ordinance Amending Airport Minimum Standards which will come before the Highway Committee on December 9, 2014.

**Upcoming Events** None

**Improvements at FBO for Airport Pilots**

In the future, the hours of operation for weekends could change to accommodate the airport pilots. The committee recognized Airport Manager, Chuck Behnke, and Corporation Counsel, Steve Rollins, for their support in the past years for the Manitowoc County Airport and wished them the best in their upcoming retirement.

**Next Meeting Date:**

January 5, 2015 at the Manitowoc County Airport, 1815 Freedom Way, Manitowoc, WI at 11:30 a.m.

**Adjournment:**

A motion to adjourn at 12:15 p.m. was made by Vogt, seconded by Davis. Motion carried.

Respectfully submitted,

*Chuck Behnke, Airport Manager*