

# ALEXANDER FIELD

## SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

### MEETING MINUTES

#### **AIRPORT COMMISSIONERS:**

Mayor Zachary Vruwink, Chairman  
Arne Nystrom, Town Supervisor  
Katie Martinson, Representative  
Brad Hamilton, Alderman

#### **MUNICIPALITIES:**

City of Wisconsin Rapids  
Town of Grand Rapids  
Village of Port Edwards  
City of Nekoosa

6/1/17

The South Wood County Airport Commission met on Thursday June 1, 2017 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Katie Martinson, Brad Hamilton, and Zach Vruwink. Also in attendance were Bill Clendenning, Ron Blunck, Dennis Polach, Merlin Bauer, Paul Tranel, Ron Gabrys, Kurt Gross, Jayda Gross. and Jeremy Sickler.

*Minutes prepared by Jeremy Sickler and Brad Hamilton, reviewed by Zachary Vruwink*

- 1. Call to order:** Commissioner Nystrom called the meeting to order at 4:01 PM.
- 2. Approval of previous month's minutes (5-4-17 & 5-25-17):** Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to approve the previous month's minutes. Motion Carried.
- 3. Airport Manager's report:** Airport manager Sickler presented his May report. Sickler highlighted the progress and status of several projects. Tree removal continues to take place in the neighborhood east of the airport. A date of July 21 has been set by which an agreement must be made between the Commission and BECC Board of Directors in order for the runway 12-30 reconstruction project to stay on schedule for 2018. The jet refueler truck was delivered on May 20.
- 4. Old Business:**
  - a. Update on Airport Approach Clearing/Obstructions: Negotiations are ongoing with Bull's Eye Country Club. Commissioner Nystrom gave a brief report of the status of the negotiations in preparation for closed session.
- 5. New Business:**
  - a. Security system: Two bids were opened and reviewed Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to accept Connected Media's bid for installation of a four camera security system for \$1929.60. Motion carried
  - b. Consider uniform options for Airport employees: The Commission discussed options for purchase of identifiable clothing for employees. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to purchase three polo shirts with identifiable embroidery for each Airport employee. Motion carried
  - c. Discuss lease uniformity: The Commission discussed the disarray of the property leases for private hangars. In particular the outdated rates and terms which weren't kept up to date as allowed by the lease document. Future discussion of this topic is necessary. No action taken

## **6. Financial Reports**

- a. Approval of airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to accept the vouchers as presented with the addition of a \$400 invoice from JDump for the dumpster needed to clean up the Commission hangar damage.
- b. Review of financial statements: Financial statements were presented and reviewed.

## **7. Future agenda Items:**

- a. Lease updates
- b. Uniforms
- c. Hangar doors
- d. Commission hangar

- 8. Public Comment:** Comment was received regarding the frequency of accidents off the south end of 1st St. South and whether signage would help. Comment was received regarding salvaging usable blocks from the Commission hangar to match the existing facade.

## **9. Correspondence received:** None.

- 10.**
- a. Closed session: Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to go into closed session. Vruwink; yes, Hamilton; yes, Martinson; yes, Nystrom; yes. Motion Carried.
  - b. Discuss negotiation and strategy regarding a proposal for tree removal on Bullseye Country Club property: Discussion ensued regarding the letter presented as a response to Bull's Eye Country Club offer. No action taken.
  - c. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to go into open session. Vruwink; yes, Hamilton; yes, Martinson; yes, Nystrom; yes. Motion Carried. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to send the letter to Bull's Eye as discussed in closed session. Motion Carried.
- 11. Adjourn:** Motion to adjourn by Commissioner Martinson, 2<sup>nd</sup> by Commissioner Hamilton to adjourn at 5:26 PM. Motion carried.

*Respectfully submitted, Chairman Vruwink*