

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

9/7/17

The South Wood County Airport Commission met on Thursday September 7, 2017 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Zach Vruwink, and Katie Martinson. Also in attendance were Carl Hasdal, Randy Gustafson, Bill Clendenning, Ron Blunck, Erv Meyer, David Michels, and Jeremy Sickler.

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

1. Call to order: Chairman Vruwink called the meeting to order at 4:00 PM.

2. Approval of previous month's minutes:

Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the previous month's minutes. Motion carried.

3. Airport Manager's Report:

Airport manager Sickler presented his August report. Sickler highlighted the progress and status of several projects. Phase 1 of tree removal on BECC property has been completed and a check will be sent to BECC to address the invoice they submitted. Taxiway B-West project is ongoing. The stormwater pipes have been installed but asphalt patching, grinding, and landscaping are underway. Sickler also discussed that the Commission hangar is still under reconstruction

4. Old Business:

a. Tree removal project: Airport Manager Sickler and Commissioner Nystrom inspected the progress of tree removal at BECC. It appears phase 1 is complete. As approved at the previous meeting, payment will be made per the agreement. On the east side of the Airport, Sickler will inquire with K&S regarding timeline for completion of that side. No action taken.

b. Commission hangar repairs/event planning: The rear overhead door has been installed. The Hangar door will be installed within the next two weeks. No action taken.

c. Airport development update/closures: Construction has been underway for a week and a half. Fuel has been provided to everybody who's needed it. Access to the apron has been adequate. Closures will most likely be scheduled on days when significant amounts of work will be accomplished. No action taken.

d. T-hangar repairs: Still waiting for estimate from the contractor. No action taken.

e. Lease updates: Documentation was provided from historical Commission documentation which verifies the most recent rate adjustment on March 5, 2015 of a \$.10 psf/yr for private hangars. No action taken.

5. New Business:

a. Biosolids Application: Wastewater Superintendent Ryan Geifer requested permission to spread biosolid material processed by their facility as fertilizer for farming operations on the Airport. Geifert has coordinated with Hillcrest Family Farms and awaits DNR permits. Motion by Commissioner Vruwink, 2nd by Commissioner Martinson to allow biosolid application pending DNR approval. Motion carried.

b. RCO Room: Discussions continue regarding construction of a new Remote Communications Outlet (RCO) radio room in the basement of the terminal building. The FAA would like to start a new 20 year contract upon construction and installation at the same annual rate of \$500. The Commission expressed amenability to this concept if that rate is similar to rates at other airports. The Commission also expressed concern about the clause requiring handicap access to the radios. Airport Manager Sickler will follow up on both items. No action taken.

6. Financial Reports

a. Approval of airport vouchers: A motion was made by Commissioner Nystrom, 2nd by Commissioner Martinson to approve airport vouchers. Motion carried.

b. Review of financial statements: Financial statements were presented and reviewed.

7. Future Agenda Items:

a. Terminal internet access computer.

b. 2018 budget

c. Leases

8. Public Comment: None

9. Correspondence: None

10. Adjourn: Motion to adjourn was made by Commissioner Nystrom, 2nd by Commissioner Martinson to adjourn at 3:26 PM. Motion carried.

Respectfully submitted, Chairman Vruwink