

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

1/11/18

The South Wood County Airport Commission met on Thursday, December 7, 2017 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Zach Vruwink, and Katie Martinson. Brad Hamilton was excused. Also in attendance were, Bill Clendenning, Ray Dibble, Merlin Bauer, Dennis Polach, Kurt Gross, Stephen Brown, and Jeremy Sickler.

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

1. Call to order: Commissioner 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 December report. Sickler highlighted the progress and status of several projects. Phase 3 is nearly completed on BECC property. Sickler also stated that the Taxiway B-west final inspection took place and a few items are to be finished in the spring. The tug has been repainted. The process of hiring a seasonal part-time employee has commenced. The perimeter fence along Rangeline Rd. was damaged in a car accident. Motion by Commissioner Vruwink, 2nd by Commissioner Martinson to approve the report as presented. Motion carried.

4. New Business

a. Consider BECC invoice for additional scope of identified trees to be removed: An invoice was received from BECC which represents the cost of removing five additional trees which were identified by MSA during the follow up survey. Motion by Commissioner Vruwink, 2nd by Commissioner Nystrom to approve the payment of the \$750 invoice. Motion carried.

b. Review and discuss discount fuel program: Sickler presented information regarding the fuel discount program. A revised fuel program policy was requested by the Commission for review and approval at the February meeting. No action taken.

c. Consider officially decommissioning NAVAIDS: Sickler presented notices from the FCC regarding the out-of-service status of the NDB and SDF NAVAIDS. Licenses for these have expired due to inactivity. There could be penalties for maintaining the licenses while not being utilized. Repair of the NAVAIDS is impossible and replacement is expensive. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to rescind the FCC licenses to avoid penalties. Motion carried.

5. Financial Reports

- a. Approval of airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve airport vouchers. Motion carried.
- b. Review of financial statements: Financial statements were presented and reviewed.

6. Future Agenda Items

- a. Private hangar lot leases
- b. Business after hours update
- c. Development considerations

7. Public Comment

None

8. Old Business

- a. Lease updates

1. Vote to go into closed session: Motion by Commissioner Vruwink, 2nd by Commissioner Nystrom to go into closed session. Vruwink; yes, Nystrom; yes Martinson; yes. Motion carried.
2. Airport legal counsel discussed outstanding issues with airport lot leases. Further, negotiation and strategy regarding such nonconformities were discussed: Legal counsel will act on its behalf in the remediation of lease nonconformity.
3. Vote to go into open session: Motion by Commissioner Vruwink, 2nd by Commissioner Martinson to go into open session. Vruwink; yes, Nystrom; yes Martinson; yes. Motion carried.

9. Correspondence: None

10. **Adjourn:** Motion made by Commissioner Martinson, 2nd by Commissioner Vruwink to adjourn at 4:51. Motion carried.

Respectfully submitted, Chairman Vruwink