

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

10/11/18

The South Wood County Airport Commission met on Thursday, October 11, 2018 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Zach Vruwink, Katie Martinson, and Brad Hamilton. Also in attendance were, Merlin Bauer, Ray Dibble, Ryan Falch, Joe Zurfluh, Ron Blunck, Dennis Polach, Randy Gustafson, Bill Clendenning, Hunter Geishart, 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 (9/6/18)

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

3. Airport Manager's Report:

Airport manager Sickler presented his September report which included updates on the development projects. Sickler also highlighted the aircraft activity levels and fuel sales were again higher than anticipated. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

4. Old Business

a. 2019 Airport Budget request: The Commission reviewed the updated version of the 2019 Budget request. The monetary figures didn't change from the first draft. The suggested changes consisting of inclusions of new expense/revenue accounts were made. Other changes included description of upcoming unbudgeted local match amounts for development projects. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the budget as presented. Motion carried.

5. New business

a. Consultant selection for upcoming state-funded hangar project: The Commission acknowledged the submittals from Becher-Hoppe, MSA Professional Services, and OMNI Associates.

6. Financial Reports

a. Approval of airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve airport vouchers. Motion Carried.

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

7. Public Comment: None

8. Closed Session:

a. Vote to go into closed session: Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to go into closed session. Hamilton; yes, Vruwink; yes, Nystrom; yes, Martinson; yes. Motion carried.

b. In closed session, discussion ensued regarding consultant selection for upcoming state-funded hangar project. The Bureau of Aeronautics will negotiate a contract following their review of consultants.

c. Vote to go into open session: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to go into open session. Hamilton; yes, Vruwink; yes, Nystrom; yes, Martinson; yes. Motion carried.

9. Future Agenda Items: Winter staffing priorities, snow plowing practices/procedures, Airport management contract renewal.

10. Correspondence received: None

11. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Martinson to adjourn at 5:01. Motion carried.

Respectfully submitted, Chairman Vruwink