

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

2/14/19

The South Wood County Airport Commission met on Thursday, February 14, 2019 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, Gary Hansen, Ron Blunck, Rick Bakovka, Bill Clendenning, Carl Hasdahl, Stephen Brown, Shelley Balcer, Dennis Polach, 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 4:04 PM.

2. Approval of previous month's minutes (1/10/19)

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 January report which included updates on the development projects. Specifically the progress on the hangar site design was outlined. Sickler relayed the status of the design contract submittal by OMNNI Associates for the design of the hangar. Sickler also mentioned the progress on the City/Commission Intergovernmental Agreement for management services. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Terminal Building renovations/maintenance: Airport Manager Sickler updated the Commission on the progress of repairs and quote solicitation. No quotes were received for review at this meeting. No action taken.

b. Terminal lobby marketing/partnerships update: The monitors provided by Ho Chunk Gaming have been installed and some test footage is looping on the main level monitor. As footage is created and collected, the loop on the monitors will be updated. Offers have come in to provide local interest footage for use in the promotional video loop. The WRACVB decorated one of the glass counters with materials promoting the Community. No action taken.

c. Drone seminar update: Ron Blunck of EAA Chapter 706 confirmed the EAA participation for the event. The agenda for the event was discussed. A planning group was suggested for the

administrative and logistical aspects of the event. A promotional flyer will be produced by the City media department. The Commission discussed details that will continue. No action taken.

5. New Business

a. Annexation of Airport property: Necessity for annexation was discussed due to a desire to have water/sewer services. Until a location is agreed upon, annexation will be tabled. In the meantime, options for provision of City utility services are desired. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to request the help of the Commission attorney to read the pertinent documents and provide guidance and options to the Commission. Motion carried. A lengthy discussion ensued regarding location of the hangar and pros and cons of each location. The Commission would like to see renderings of each location which include representation of the hangar. These renderings will be for the purpose of demonstrating the aesthetic effect of the hangar in either of the proposed locations.

b. New hangar construction proposal: A potential tenant, Gary Hansen, requested the Commission consider allowing him to construct a new hangar. A location for construction was discussed. Mr. Hansen will reach out to town of GR and Airport management regarding permits and the lease.

c. Discuss dates for upcoming meetings: This item was tabled to the next meeting.

d. Petition for federal or state aid for development and equipment purchase: The Commission reviewed and commented on the list of projects included in the petition resolution. The Commission prefers the list of projects be modified to clarify the land acquisition language. Land acquisition should state land or easement acquisition. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to petition the state for the items in the resolution with the clarification of land acquisition and easement language. Motion carried.

e. Commission table at HOW Chamber of Commerce Awards banquet Feb. 21: The Commission discussed reservation of a table for the HOW Chamber of Commerce awards banquet. Several suggestions were made for guests to be invited to sit at the table. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to reserve a table for the Commission at the CVB . Motion carried.

6. Financial Reports

No reports provided

7. Public Comment: Ron Blunck of the EAA chapter announced the date for the Young Eagles Rally will be May 4. He described the event and what could be expected on that day. More information will be presented as available.

8. Future Agenda Items: Terminal building renovations/maintenance, terminal lobby marketing and partnerships, discuss future of the Agricultural Use Agreement, future meeting dates.

9. Correspondence received:

Chairman Vruwink expressed gratitude and recognition of Dick Rodencal and Bill Menzel for their participation in the Mayor's Youth Council meeting at the Airport.

Galen Manternach submitted a letter to to relay his thoughts regarding construction and location of the new Commission hangar.

10. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Nystrom to adjourn at 5:21. Motion carried.

Respectfully submitted, Chairman Vruwink