

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

3/7/19

The South Wood County Airport Commission met on Thursday, March 7, 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, Ron Blunck, Bill Clendenning, Jim Adams, Tom Rayome, Dennis Polach, Merlin Bauer, 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 (2/14/19)

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 February report which highlighted hangar site design. Sickler mentioned several conversations had taken place regarding design of the new Commission hangar resulting in renderings delivered for Commission review and comment. Motion by Commissioner Vruwink, 2nd by Commissioner Hamilton to approve the Airport Managers Report. Motion carried.

4. Public hearing regarding petition for State and Federal Aid: A public hearing for the Petition for State and Federal Aid was opened at 4:05 PM. No public comments were received regarding the petition. The public hearing was closed at 4:07 PM.

5. Old Business

a. Petition for federal or state aid for development and equipment purchase: Airport Manager Sickler provided a revised petition resolution which incorporated the changes suggested at the previous meeting. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the resolution as presented. Motion carried.

b. Commission hangar discussion -- location and scoping: Commission legal counsel provided a summary of pertinent documents and recommendation regarding annexation of Airport property for the provision of City utilities. Legally there are only two ways to compel provision of services, annexation is the most logical and was recommended. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to petition for annexation of any property considered necessary for provision of City services to present and future facilities. Motion carried 3-1. (Nystrom opposed)

The Commission then discussed the potential location options for the new hangar. Visual renderings provided by OMNNI were discussed along with the positive and negatives of both locations. The

three primary considerations were cost, convenience, and aesthetics. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to proceed with hangar design in the location south of the Terminal Building. Motion carried 3-1. (Martinson opposed)

The Commission asked that a rendering from the perspective of the terminal entrance facing south be prepared for additional visual assurance. Also, the Commission asked that an up to date balance of state grant funding be provided.

Ryan Falch from MSA presented color options for the electrical vault building which will be constructed as part of the 2019 Taxiway A project. The Commission decided on a color.

c. Consider lease agreement with Gary Hansen for hangar construction: No new information was presented.

d. April 13, 2019 drone seminar update: An advertising flyer was presented for Commission review. Modifications were discussed along with options for advertising the event. Sickler will continue to work with City resources to finalize the flyer and advertise the event. Nystrom advocated for serving refreshments at the event provided by the Commission. No action taken.

e. Consider terminal improvements: Quotes for replacement of ceiling tiles and lighting were presented. Emergency government work program will be asked to provide employees for demolition supervised by contractors as necessary. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to accept the quotes from Tenhagen and Moser and proceed with remodel. Motion carried.

6. New Business

a. Land use and Operations seminar in October 2019: No new information was presented.

b. Update on Agricultural Agreement: Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to authorize Commission counsel to advance a letter to the lessee requiring payment of outstanding lease balance and formalize termination of the agreement. Motion carried.

c. Consider participation in Young Eagles event -- May 4: The Commission offered to provide resources for the event. The Commission will evaluate the level of participation based on a forthcoming request from EAA Chapter 706. No action taken.

d. Consider correspondence from WR Director of Public Works: The Commission reviewed and discussed the expectations and ramifications of the letter from WR DPW Director. It is recognized annexation of the property which the Terminal Building occupies would be sensible and necessary for continuation of provision of City services to the Terminal. Terminal area annexation will be pursued.

7. Financial Reports

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

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

8. Public Comment: Ron Blunck of the EAA chapter provided updates on anticipated cooperation between the Commission and EAA chapter for upcoming events. Ryan Falch from MSA advised the Commission of forthcoming pre-construction meetings which will take place on the same day in mid April.

9. Future Agenda Items: Upcoming meeting dates: Wednesday April 3 at 4:00 PM was agreed upon as the most convenient time for all Commissioners. In anticipation of another conflict, the May meeting time and date will be discussed at the April meeting.

10. Correspondence received:

11. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Nystrom to adjourn at 5:38. Motion carried.

Respectfully submitted, Chairman Vruwink