

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

6/6/19

The South Wood County Airport Commission met on Thursday, June 6, 2019 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Zach Vruwink, and Katie Martinson, and Brad Hamilton. Also in attendance were Ron Blunck, Bill Clendenning, Merlin Bauer, Tom Rayome, Paul Tranel, 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 4:16 PM.

2. Approval of previous month's minutes (5/9/19)

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 May report and updated the Commission on the construction underway or planned for 2019. Sickler also reported that fuel sales and aircraft activity have increased to beyond levels for the early months of the busy season of 2018. Sickler reported that a quote had been received for replacement of the three foggy window panels in the terminal lobby area. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Update on lower level terminal renovations: At the May Commission meeting, remodel of the basement ceiling was approved contingent upon the ability to be completed prior to the busy season. It was determined the project could not be completed in the short window available and as such will be postponed until after the busy season. This will give the Commission an opportunity to consider the scope of future terminal renovations and seek additional bids. No action taken.

b. Discuss intergovernmental agreement between the City of WR and SWC Airport Commission for management services: Nothing new to discuss. The Commission will await a draft from the City at an upcoming meeting. Staffing levels and published hours of operation were discussed. Suggestions were made to seek comment from HR and DPW regarding the impact of extended hours. Motion by Commissioner Vruwink, 2nd by Commissioner Martinson to approve staffing hours of up to 12 hours per day during week days and as necessary on weekends. Motion carried.

5. New Business

- a. Consider action regarding default of Agricultural Lease: Commissioners discussed the status of the lease and available options. No action taken.

6. Financial Reports

No reports were presented.

7. Public Comment:

Ron Blunck of EAA Chapter 706 invited Commissioners to the Flying Hamburger Social which is scheduled for June 12 from 5:00 to 7:00 PM. Paul Tranel provided a preliminary building and site plan for a prospective hangar development. He was advised to follow up with Airport Manager Sickler and plan for a presentation at a future meeting.

8. Future Agenda Items:

Intergovernmental agreement, Tranel Lease discussion, digital display media
Loop update from Community Media, Commission Hangar update, consider the scope of terminal maintenance and renovations.

9. Correspondence received:

None

10. Set next meeting date:

Given the July 4th Holiday, Wednesday July 10 at 2:30 PM will be the next Commission meeting.

11. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Martinson to adjourn at 4:56. Motion carried.

Respectfully submitted, Chairman Vruwink