

# 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

7/17/19

The South Wood County Airport Commission met on Wednesday July 17, 2019 at 11:30 AM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom and Mayor Zach Vruwink. Katie Martinson and Brad Hamilton were excused. Also in attendance were Bill Clendenning, Matt Messina, Aaron Stewart, 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 11:31 AM. Jeremy Sickler advised us that Commissioner Hamilton would not be able to join us due to a work schedule conflict. Discussion ensued regarding a quorum or not. It was decided to proceed with the meeting and if it is deemed that a quorum was not present, then any actions will be voided and will be considered again at the next meeting.
- 2. Old Business:**
  - a. Review bids for Commission Hangar construction: Matt Messina from the WI BOA presented his review of the Tabulation of Bids. He also provided four potential award combinations and described the pros and cons of each. Bid prices were favorable and for the most part came in under the engineer's estimate. Chairman Vruwink commented on his discomfort with the award combination which didn't include any contingency money. He also commented on the difference in bids for Alternate B and proposed this Alternate potentially be pursued via a change order if a new price could be established. Commissioner Nystrom endorsed this concept and suggested alternative window options be explored if desirous to the Commission in the future. Aaron Stewart from OMNNI associates explained that the main change he can foresee would be if the 6" water main may not provide enough pressure for the fire suppression system necessitating an upgrade to 10". He also commented that hangar size and in-floor heating are two alternatives which cannot be retrofitted as the others can.
  - b. Consider awarding a contract for Commission Hangar construction and authorizing the Bureau of Aeronautics as Commission agent to execute a Notice of Award and Construction Contract for the project, as well as execute any other documents necessary to effectuate the awarding of the contract: Motion by Chairman Vruwink, 2nd by Commissioner Nystrom to recommend the BOA award a contract including the base bid and Alternates A (increase size to 15,250sf), C2 (infloor heat), and E (add toilet room fixtures/finishes) to the lowest bidder as presented. Alt B (windows in the hangar door) was discussed as a desired feature and may be considered in the future. Motion Carried.
- 3. Correspondence received:** None
- 4. Set next meeting date:** Previously set for August 8 at 4:00PM.
- 5. Correspondence Received:** None

**6. Adjourn:** Motion by Commissioner Vruwink, 2<sup>nd</sup> by Commissioner Nystrom to Adjourn at 12:04 PM.  
Motion carried.

*Respectfully submitted, Chairman Vruwink*