

# ALEXANDER FIELD

## SOUTH WOOD COUNTY AIRPORT MUNICIPALLY OWNED

### MEETING MINUTES

#### **AIRPORT COMMISSIONERS:**

Shane Blaser, Mayor  
Arne Nystrom, Chairman  
Katie Martinson, Representative  
Brad Hamilton, Alderman

#### **MUNICIPALITIES:**

City of Wisconsin Rapids  
Town of Grand Rapids  
Village of Port Edwards  
City of Nekoosa

9/3/20

The South Wood County Airport Commission met on Thursday September 3, 2020 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Katie Martinson, and Arne Nystrom. Brad Hamilton was excused. Also in attendance were Merlin Bauer, Merry McKenzie, Ron Blunck, Bill Clendenning, and Jeremy Sickler.

**1. Call to order:** Chairman Blaser called the meeting to order at 8:02 AM.

**2. Approval of previous month's minutes (8-7-20):**

Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the minutes as presented. Motion carried.

**3. Airport Manager's Report:**

Airport Manager Sickler updated the Commission on the status of the new hangar. Only small items remain for completion. Sickler noted the aircraft activity and fuel sales are approximately 30% below last year to date. Sickler also updated the Commission on several items including engagement of an engineer for design of a fuel system upgrade, scope of the fuel system upgrade, and BOA/MSA progress on the aviation easement and obstruction removal projects. Sickler also alerted the Commission of the necessary upgrade to the point-of-sale system and affiliated costs. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

**4. Old Business**

a. Review and consider action on intergovernmental agreement between the City of WR and SWC Airport Commission for management services: Nothing to report. No action taken.

b. Discuss and consider action regarding a ribbon cutting event: Due to scheduling conflicts, the date for the event was rescheduled to coincide with the October monthly Commission meeting. No action taken.

c. Discuss and consider action regarding terminal flooring: Previously submitted proposals from Carpet City were presented. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve and accept the estimates and pursue floor replacement as proposed. Funding to be paid out of Commission reserves. Motion carried.

**5. New Business**

a. Discuss and consider action regarding Consultant selection for design of a new fuel system: Letters of interest were submitted by Becher-Hoppe, MSA Professional Services, OMNNI Associates,

and Strand. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to recommend MSA as the first choice and OMNNI as second choice to WI BOA. Motion carried.

b. Discuss and consider action regarding changing locations of a previous hangar construction approval. Doug Galuk submitted a request to change the location of the hangar which had been approved for construction at the September meeting. The Commission pointed out that the location chosen is designated as a hangar lot on the Airport Layout Plan. Motion by Commissioner Martinson, 2nd by Commissioner Nystrom to approve the change of location contingent on the restoration of the excavation on the original site. Motion carried.

c. Discuss and consider action regarding mowing grassy area outside Airport east fence along Sampson St. Commissioners discussed the area in question and concluded any mowing this year to be unnecessary. Next season the decision to mow will be up to Airport Management. No action taken.

## **6. Financial Reports**

a. Approval of Airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Airport vouchers. Motion carried.

b. Approval of Airport financial statements: Motion by Commissioner Nystrom, 2nd by Commissioner Blaser to approve the Airport financial statements. Motion carried.

## **7. Future agenda items:**

Intergovernmental agreement, budget.

## **8. Correspondence received:** None

## **9. Set next meeting date:**

Thursday October 1, 2020 at 8:00 AM.

## **10. Adjourn:** Motion made by Commissioner Nystrom, 2<sup>nd</sup> by Commissioner Blaser to adjourn at 8:48. Motion carried.

*Minutes prepared by Jeremy Sickler, Respectfully reviewed and submitted, Chairman Blaser*