

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

11/5/20

The South Wood County Airport Commission met on Thursday November 5, 2020 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Arne Nystrom and Katie Martinson. Brad Hamilton attended remotely. Also in attendance were Merry Mackenzie, 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 (10-1-20):

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 upcoming projects. Property owners have been alerted of the obstruction removal project and a few calls have been received. Field survey work should be completed within a week. The design contract is prepared for BOA signatures. WIFI modernization is complete. Flooring is scheduled to be installed in December. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Consider action regarding the Hillcrest Family Farms payment in arrears: Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to table the action for three months. Motion carried.

b. Discuss and consider action regarding the 2021 Airport budget request: A few changes were made to the budget since last reviewed. \$10,000 was budgeted to pay the COWR for administrative fees, \$1000 was included for a new airport office computer, \$4,500 was included for additional payroll, and utilities were increased by \$1,000 for the new hangar. Up to date salary/wage/benefit info was also included. This will go to City Council for approval on the third Tuesday of November. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the budget as presented. Motion carried.

c. Review and consider action on intergovernmental agreement between the City of WR and the SWC Airport Commission for management services: A finalized agreement was presented which had recently been approved by the City Council. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the budget as presented. Motion carried.

5. Financial Reports

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

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

6. Future agenda items:

None at this time

7. Correspondence received: Thank you from a female pilot organization which used our airport as a site for their monthly meeting.

8. Set next meeting date:

Thursday December 3 at 8:00 AM.

9. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Martinson to adjourn at 8:41. Motion carried.

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