

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Shane Blaser, Mayor
Jason Warren, Supervisor
Joseph Zurfluh, Trustee
Brad Hamilton, President

MUNICIPALITIES:

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

8/3/23

The South Wood County Airport Commission met on Thursday August 3, 2023 at 9:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton, Jason Warren and Joe Zurfluh. Also in attendance were Arne Nystrom, Bill Menzel, Ryan Falch, Mike Esser, Randy Gustafson, Paul Tranal, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 9:00 AM.

2. Approval of previous month's minutes (6-1-23):

Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the monthly report and updated the Commission on the progress of the ongoing and future projects. Ryan Falch from SEH was in attendance for the meeting and updated the Commission on the foreseeable future. Falch had several questions for the Commission regarding the public outreach portion of the project including creation of a Stakeholder Committee, Open House - Public Involvement Meeting, creation of a project website, and SEH meeting attendance. The fuel system project will be closed out upon scheduling of the final inspection and completion of punch list items.

Sickler reported that the fuel sales and activity in June and July were above average compared with historical monthly performances.

Sickler updated the Commission on the repairs being made to the runway lights after the lightning strike.

Motion by Commissioner Blaser, 2nd by Commissioner Warren to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Temporary Rental Agreement and Application: Airport Manager Sickler has been researching agreements at other airports to and will provide a draft for the next meeting. Chairman Blaser mentioned that a notable item in the agreement should be clearly stated protocols for collection of back rent and handling of abandoned property. No action taken.

5. New Business

- a. Fuel Pricing Strategy: Airport Manager Sickler and Chairman Blaser will meet with the Finance Department for guidance regarding preferred fuel pricing. No action taken.
- b. Airport Vehicle Upgrade: Several comments have been made regarding the condition of the courtesy vehicle and the work truck. Airport Manager Sickler will look into options from Municipal Departments to assess the availability of vehicles. No action taken.

6. Review of Financial Statements

Financial statements were presented and reviewed. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the financial statements as presented. Motion carried.

7. Future agenda items:

Temporary rental agreement, fuel pricing strategy, airport vehicle upgrade, clearing and grubbing Rangeline Rd.

8. Public Comment

EAA Chapter 706 will be hosting their Hamburger Social on Wednesday August 9. Randy Gustason suggested that the Airport Commission consider a 100th year anniversary event for the Airport in 2028. Stephen Brown commented that the Master Plan should include or at least address possible future approach upgrades.

9. Correspondence received: None

10. Set next meeting date:

Thursday September 7 at 8:00 AM.

11. Adjourn:

Motion made by Commissioner Warren, 2nd by Chairman Hamilton to adjourn at 9:39 AM Motion carried.

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