

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

1/7/21

The South Wood County Airport Commission met on Thursday January 7, 2021 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 Kathy Alft (remote) Erica Sherman (remote) Merry Mackenzie, Bill Clendenning, Ron Blunck, and Jeremy Sickler.

1. Call to order: Chairman Blaser called the meeting to order at 8:10 AM.

2. Approval of previous month's minutes (11-2-20):

Motion by Commissioner Hamilton, 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. MSA is analyzing the data collected during the field survey. There are over 1000 data points. A summary of the analysis will be provided when ready. The fuel system 30% design planning meeting took place and the project is on schedule for an April bid. The new floor was installed. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Discuss and consider action regarding terminal renovations: The Commission discussed installation of wireless internet access within the new hangar. Connected Media Solutions and Solarus will be solicited for a quote. No action taken.

b. Discuss and consider action regarding the Wood County Health Department potential use of the new Commission hangar as an immunization location: Kathy Alft and Erica Sherman presented information regarding the needs and expectations for a mass immunization location. They understand the logistical complications of hosting this at an Airport. Several sources of resources were discussed. Commissioners had several questions on such items as heat loss/doors opening, traffic control, interference with aircraft, timing, and public need. Motion by Commissioner Hamilton, 2nd by Chairman Blaser to approve the use of the hangar for immunizations and sign the MOU presented by WCHD. Motion carried.

5. New Business

a. Discuss and consider action regarding a quote for installation of internet service in the new Commission hangar: No quote was received. No action taken.

b. Discuss and consider action regarding a request for a T-hangar rent refund: The Commission discussed the request to provide a refund for rent paid in advance. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to deny the request for a refund. Motion carried.

6. Financial Reports

a. Approval of Airport vouchers: Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the Airport vouchers for December 2020. Motion carried.

b. Approval of Airport financial statements: None provided.

7. Future agenda items:

Fuel pricing agreement, update on 65% design meeting for fuel system.

8. Correspondence received: None.

9. Set next meeting date:

Thursday February 4 at 8:00 AM.

10. Adjourn: Motion made by Commissioner Nystrom, 2nd by Commissioner Hamilton to adjourn at 8:43. Motion carried.

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