

# ALEXANDER FIELD

## SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

### MEETING MINUTES

#### **AIRPORT COMMISSIONERS:**

Shane Blaser, Mayor  
Jeremy Eichorn, Chairman  
Joseph Zurfluh, President  
Brad Hamilton, Alderman

#### **MUNICIPALITIES:**

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

2/3/22

The South Wood County Airport Commission met on Thursday February 3, 2022 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Jeremy Eichstad, Brad Hamilton, and Joe Zurfluh. Also in attendance were Arne Nystrom, Dennis Polach, Merry Mackenzie, Randy Gustafson, Paul Tranel, Ryan Falch, and Tom Davis.

**1. Call to order:** Chairman Blaser called the meeting to order at 8:00 AM.

**2. Approval of previous month's minutes (12-9-21):**

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

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

Ryan Falch from MSA Professional Services updated the Commission on the status of the upcoming projects. MSA anticipates easement conversations and negotiation to commence in spring of 2022. Easements will be approximately six months after. Construction of the new fuel system is also anticipated to remain on schedule in the spring of 2022, likely in early April. Supply acquisition delays might play a role in the timeline of construction. There will be a one week outage of fuel availability during the project. Sickler reported that the activity in January was above historical averages. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve the Airport Managers Report. Motion carried.

**4. Old Business**

a. Discuss and consider action regarding a contractor guideline policy: Sickler provided a draft policy for discussion. Commissioners commented on the content and provided insight for future modifications. Penalties and enforcement will need to be addressed with legal counsel. No action taken

b. Discuss and consider action regarding Hillcrest Family Farms payment in arrears: Sickler provided comments from legal counsel. Due to the type of bankruptcy settlement reached by Hillcrest, the Commission will not be able to collect the debt. Motion by Commissioner Hamilton, second by Commissioner Zurfluh to drop the pursuit of this payment. Motion passed.

**5. New Business**

a. Public hearing regarding petition for State and Federal aid: Chairman Blaser called the public hearing to order at 8:27 AM. Arne Nystrom commented in favor of the petition and Ryan Falch commented that the listed projects meet the foreseeable needs of the Airport. No comments against the petition were made. Sickler noted the only change to the Petition was the addition of the Master

Plan. This is a lengthy, costly document which will be necessary for future FAA grant money. Typically a Master Plan for comparable airports cost \$250,000 to \$400,000 and take two to three years to complete. The public hearing closed at 8:29 AM. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the petition resolution. Motion carried.

b. Discuss and consider action regarding purchase of a plow for the Airport Truck: Sickler presented quotes on two styles of plow from two providers. Motion by Commissioner Hamilton, 2nd by Commissioner Zurfluh to approve the purchase of the V-plow as quoted by Truxcessorize for \$7000. Motion carried.

c. Discuss and consider action regarding hosting a Chamber of Commerce Off the Clock event in November of 2022: Previously the Commission has hosted the event every other year. No monetary request was made at this meeting. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve the hosting the event and proceed with planning. Motion carried.

d. Discuss and consider action regarding an Airport survey: A previously developed survey was presented. This survey had been used to collect thoughts from transient pilots primarily in the summer months. Chairman Blaser proposed creation of a survey to collect input from the based tenants and community. Sickler was advised to work with the Mayor's office to draft the survey. No action taken.

## **6. Review of Financial Statements**

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

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

Contractor Guideline Policy, Off the Clock event, Airport survey, solar farm inquiry

## **8. Pubic Comment**

Bill Menzel mentioned ambulance inabilities to get through the gate. Several others joined the discussion regarding possible solutions. Arne Nystrom commented on the Master Plan including the 100 foot width of the primary runway, 2023 Senior PGA event in Stevens Point, and possible use of ARPA money for solar receiver equipment. Tom Davis mentioned a pancake breakfast in June.

## **9. Correspondence received:** None

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

Thursday March 3 at 8:00 AM.

## **11. Adjourn:** Motion made by Commissioner Hamilton, 2<sup>nd</sup> by Commissioner Eichstad to adjourn at 9:18. Motion carried.

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