

# 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

2/4/21

The South Wood County Airport Commission met on Thursday February 4, 2021 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton, and Katie Martinson, Arne Nystrom. All members attended remotely. Also in attendance were Galen Manternach (remote), Hunter Geishart, Merry Mackenzie, Bill Clendenning (remote), and Jeremy Sickler (remote).

**1. Call to order:** Chairman Blaser called the meeting to order at 8:03 AM.

**2. Approval of previous month's minutes (1-7-21):**

Motion by Commissioner Nystrom, 2nd by Commissioner Blaser 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 has compiled a summary analysis of the data collected during the field survey. Blocks of properties were established and prioritized based on proximity to approach center line and severity of obstruction(s). The fuel system 65% design planning meeting took place and the project is on schedule for an April bid. Several minor items and questions were addressed at this meeting. The WIBOA will The bathrooms were painted and new stall partitions were installed. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

**4. Old Business**

a. Discuss and consider action regarding a quote for installation of internet service in the new Commission hangar: Quotes were received from Solarus and Connected Media Solutions. The difference in the quotes was based on whether the equipment was owned or rented and who would maintain the system. Commissioner Blaser confirmed the City IT Department would maintain the system if the Commission desired ownership rather than rental. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Solarus quote. Motion carried by two to one vote.

**5. New Business**

a. Discuss and consider action regarding a proposed fuel pricing program: Galen Manternach proposed a fuel discount program similar to the program he had once before. The price of fuel would be based on current wholesale price plus a \$.50 markup. Discussion ensued regarding current retail fuel pricing, existing fuel discount programs, comparable airport fuel pricing, and benefits of a discount for high volume customers. Motion by Commissioner Nystrom, 2nd by Commissioner Blaser to approve a two month temporary program with those terms while information is gathered and analyzed for a future comprehensive fuel pricing policy. Motion carried

b. Review, discuss, and consider action regarding Airport land leases Commissioner Martinson noted to the Commission that lease renewal and expiration dates hadn't been discussed in some time. She and Airport Manager Sickler will meet to review leases and bring a summary to the Commission at a future meeting for potential action. No action taken.

**6. Financial Reports**

a. Approval of Airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the Airport vouchers for January 2021. Motion carried.

b. Approval of Airport financial statements: None provided.

**7. Future agenda items:**

Fuel pricing agreement, land lease review.

**8. Correspondence received:** Thank you to the Commission for approving use of the new hangar as a site for the COVID-19 vaccination clinics.

**9. Set next meeting date:**

Thursday March 4 at 8:00 AM.

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

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