

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Mayor Zachary Vruwink, Chairman
Arne Nystrom, Town Supervisor
Katie Martinson, Representative
Brad Hamilton, Alderman

MUNICIPALITIES:

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

3/1/18

The South Wood County Airport Commission met on Thursday, March 1, 2018 at 4:00 PM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Zach Vruwink, Katie Martinson, and Brad Hamilton. Also in attendance were, Bill Clendenning, Ray Dibble, Randy Gustafson, Dirk Haessly, Merlin Bauer, Carl Hasdal, and Jeremy Sickler.

Minutes prepared by Jeremy Sickler and Brad Hamilton, reviewed by Zachary Vruwink

1. Call to order: Commissioner Vruwink called the meeting to order at 4:00 PM.

2. Approval of previous month's minutes (2-1-18)

Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to approve the previous month's minutes. Motion carried.

3. Airport Manager's Report:

Airport manager Sickler presented his February report. Sickler relayed that this month his focus was primarily on planning the development projects. Sickler provided an update on the plans to crack fill the 2-20 runway and taxiway and reconstruct the 12-30 runway this spring, and the construction of Parallel Taxiway A in 2019. Also an update was provided on the State Aid projects to be constructed fall of 2018 and spring of 2019. Also provided was an update on the status of hiring a part-time seasonal employee. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the report as presented. Motion carried.

4. Old Business

a. Discuss capital equipment items to include purchase of a zero turn mower: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the purchase of a Gravely ProTurn 470 mower for \$10,896.00 as quoted by Country Motorsports. Motion carried. Commissioner Nystrom suggested the purchase of a sun visor for the unit.

5. New Business

a. Snow removal procedures and expectations: The Airport Commission discussed how to improve snow removal procedures after receiving comments and questions regarding the policy. As a result, the Airport is to be plowed after any snow event which the City Street crew plows the roads. The Airport contractor- Dirk Haessly- communicates with the City DPW when snow events occur overnight when plowing activity occurs and therefore is able to make a determination for consistency.

b. Customer service training: The Commission discussed the airport employees attendance at a customer service training program at Sand Valley held in May.

c. Consider change to Airport Property in the Open insurance policy: A quote was received from Spectrum Insurance Group for a policy which would reduce the current deductible from \$25,000 to \$5,000. The premium difference is \$580. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the change to the quoted insurance policy. Motion carried

6. Financial Reports

a. Approval of airport vouchers: Motion by Commissioner Hamilton, 2nd by Commissioner Vruwink to approve airport vouchers. Motion Carried.

b. Review of financial statements: No action taken

7. Future agenda items:

a. Business after hours

b. Hangar lot leases

8. Public comment: T-hangar improvements are an interest to the t-hangar tenants. Gates should monitored and repaired as necessary to be closed for security purposes.

9. Correspondence received: None

10. Adjourn: Motion made by Chairman Vruwink, 2nd by Commissioner Martinson to adjourn at 5:14. Motion carried.

Respectfully submitted, Chairman Vruwink