

# 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

3/4/21

The South Wood County Airport Commission met on Thursday March 4, 2021 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Shane Blaser, Brad Hamilton (remote), Katie Martinson, and Arne Nystrom. All members attended remotely. Also in attendance were Merry Mackenzie, Bill Clendenning, Ryan Falch, Dennis Polach, Doug Galuk, Ron Blunck, Stephen Brown, and Jeremy Sickler.

**1. Call to order:** Chairman Blaser called the meeting to order at 8:02 AM.

**2. Approval of previous month's minutes (2-4-21):**

Motion by Commissioner Martinson, 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. Ryan Falch from MSA was in attendance to provide more detail regarding the status of design for both projects. Falch reported that the WIBOA will fund construction of the fuel system in 2021. The fuel system 95% 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. Other items included the potential for weddings to take place on Airport property this summer and fall. 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 proposed fuel pricing program: Discussion ensued regarding the pros/cons of a fuel discount. Sickler commented on the discounts available at nearby airports. No discount is currently being offered to any tenant, a previous participant has relocated his aircraft and no longer purchases fuel here. Commissioners requested comparative pricing from nearby and comparable airports be provided for the next meeting. This information may be used as the basis for a future fuel pricing policy. No action taken.

b. Discuss and consider action regarding updating or renewing leases: The list of lease expiration and negotiation dates was presented. The Commission expressed desire to pursue new leases with new terms and rates for any lease expiring or due for negotiation. This desire was provided for via approval at a previous meeting. No action taken.

**5. New Business**

a. Discuss and consider action regarding outer marker demolition and property divestiture: The Commission owns a non-contiguous parcel on which the out of service outer marker for the decommissioned SDF approach is located. The parcel number is 1800962A and is 1.58 acres. A nearby

property owner showed interest in purchasing the parcel if the Commission were interested in divestiture. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser to approve pursuit of divestiture contingent upon forthcoming details. Motion carried.

b. Discuss and consider action regarding proposed apron construction associated with the construction of Doug Galuk's hangar: This item was moved to the top of the meeting to accommodate participation by Doug Galuk. Galuk submitted a request to construct additional ramp space near his hangar to allow for easier movement of his aircraft. His proposal was reviewed by Sickler and a neighboring tenant with no objection. Galuk expressed that he has no interest in owning the asset once constructed. Motion by Commissioner Nystrom, 2nd by Commissioner Martinson to approve the development as proposed. Motion carried.

## **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: EOY 2020 financials were presented to the Commission. While fuel sales were significantly less than 2019, revenues still exceeded the budgeted amount, largely due to the COVID stimulus of \$30,000. Expenditures were approximately \$14,000 below the budgeted amount. Sickler reported per the City Finance Director the Commission reserve balance is \$275,178.81. Local share of the fuel system construction project, approximately \$140,000, will come out of this. No action taken.

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

Hangar wedding, 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 April 1 at 8:00 AM.

**10. Adjourn:** Motion made by Commissioner Nystrom, 2<sup>nd</sup> by Commissioner Hamilton to adjourn at 9:34. Motion carried.

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