

# ALEXANDER FIELD

## SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

### MEETING MINUTES

#### **AIRPORT COMMISSIONERS:**

Mayor 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

5/7/20

The South Wood County Airport Commission met on Thursday, May 7, 2020 at 8:00 AM via teleconference. Members present were Shane Blaser, Brad Hamilton, Katie Martinson, and Arne Nystrom. Also in attendance was Jeremy Sickler. *Due to the teleconference accommodations for COVID-19, a list of the public attending is not available.*

**1. Call to order:** Commissioner Nystrom called the meeting to order at 8:00 AM.

**2. Election of South Wood County Airport Commission Officers:**

Commissioner Nystrom nominated Commissioner Blaser for Chairman. Commissioner Blaser nominated Commissioner Nystrom for Vice Chairman. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson for unanimous consent for Blaser as Chairman. Motion carried. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson for unanimous consent for Nystrom as Vice Chairman. Motion carried. Motion by Commissioner Martinson, 2nd by Commissioner Nystrom for unanimous consent for Commissioner Hamilton as Secretary. Motion carried.

**3. Approval of previous month's minutes (4-2-20):**

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

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

Airport Manager Sickler updated the Commission on the hangar construction progress. With annexation approved, halted progress can once again proceed. Aircraft activity and fuel sales are up substantially compared to this month last year. Sickler also alerted the Commission that restoration crews will be arriving as soon as weather permits. Also noted were the New Holland tractor repair estimate, new tractor demonstrations, and an update on the hiring process for a new summer helper. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

**5. Old Business**

a. Review and consider action on intergovernmental agreement between the City of WR and SWC Airport Commission for management services. There was nothing new presented at this time. No action taken.

b. Discuss and consider action regarding Airport Terminal Refurbishments: A quote from Carpet City was presented. Chairman Blaser commented that the City typically solicits quotes from Carpet City and Bauer Flooring. The Commission will await a second quote and plan a course of action at a future meeting. No action taken.

- c. Discuss and consider action regarding purchase of an aircraft tug: Specific quotes were received from three different implement dealers. Features and amenities of all units were discussed. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to purchase the John Deere model 3046 as quoted by Riesterer and Schnell for \$32,075. Funds to be paid out of Airport reserves. Motion carried.
- d. Discuss and consider action regarding acquisition of an Airport vehicle: One of the existing Airport vehicles is unserviceable. It had been used as the utility vehicle as well as a backup courtesy vehicle. A 4wd pickup truck with a tow hitch is preferred. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve purchase of a truck contingent upon an approval of the purchase at a future meeting at which time quotes will be provided. Motion carried.
- e. Discuss and consider action regarding Doug Galuk hangar construction proposal: The Commissioners discussed the plan as presented at the previous meeting and this meeting. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to offer a lease to Doug Galuk based on the construction as proposed. Motion carried.

## **6. New Business**

- a. Discuss and consider action regarding a proposal from Stephen Brown for use of the new Commission hangar as a wedding reception venue in September of 2020: Commissioners discussed the request and declined the proposal. Commissioners requested a policy be created to guide decisions regarding non-aeronautical use of the hangar.

## **7. Financial Reports**

- a. Approval of airport vouchers: None provided
- b. Review of financial statements: None provided.

## **8. Future agenda items:**

Airport vehicle intergovernmental agreement, terminal improvements, fuel system upgrade, Hillcrest Family Farms payment in arrears.

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

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

June 4, 2020 at 8 AM unless a special meeting is called sooner.

## **11. Adjourn:** Motion made by Commissioner Hamilton, 2<sup>nd</sup> by Commissioner Martinson to adjourn at 9:09. Motion carried.

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