

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Mayor Shane Blaser Chair
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

6/4/20

The South Wood County Airport Commission met on Thursday, June 4, 2020 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Katie Martinson, and Shane Blaser. Brad Hamilton attended via teleconference.. Also in attendance were Ryan Sundsmo, Merry McKenzie, Hunter Geishart, Mike Vogel, and Jeremy Sickler.

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

2. Approval of previous month's minutes (5-7-20, 5-21-20):

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

3. Airport Manager's Report:

Airport Manager Sickler updated the Commission on the hangar construction progress. Despite a few setbacks construction is on schedule. Sickler also alerted the Commission that restoration crews will be arriving as soon as weather permits. Also noted were the New Holland tractor repair, new tractor acquisition, and the hiring of a new summer helper. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Review and consider action on intergovernmental agreement between the City of WR and SWC Airport Commission for management services. A recent version was presented and discussed. A review and up to date version will be presented at a future meeting. Commissioner Nystrom suggested the new contract be instituted at the first of the year. No action taken.

b. Discuss and consider action regarding Airport Terminal Refurbishments: Quotes were presented from two flooring firms. Commissioners decided it would be best to wait until August to consider this item. No action taken.

c. Discuss and consider action regarding Hillcrest Family Farms payment in arrears: Options were discussed based on conversations with legal counsel. The Commission attorney would like a scope defined in a letter from the Commission for guidance on how to proceed. Commissioner Nystrom offered to research small claims action. No action taken.

d. Discuss and consider action regarding construction of a new fuel system: Commissioners discussed the potential of upgrading the fuel system for more storage capacity. Cost estimates will be necessary from a design firm. Commissioners agreed having shovel-ready plans would be desirable. Sickler will reach out to the BOA to get some information regarding design. No action taken.

5. Financial Reports

- a. Approval of airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the Airport Managers report. Motion carried.
- b. Review of financial statements: None provided.

6. Future agenda items:

Intergovernmental agreement, fuel system upgrade, Hillcrest Family Farms payment in arrears, summer hours, after hours compensation, new Commission hangar rent.

7. Correspondence received: None

8. Set next meeting date:

July 2, 2020 at 8:00 AM unless a special meeting is called sooner. A special meeting was suggested for June 18 at 8:00 AM.

9. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Martinson to adjourn at 8:32. Motion carried.

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