

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

6/28/18

The South Wood County Airport Commission met on Thursday, June 28, 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, Tom Rayome, Ron Blunck, Dennis Polach, Merlin Bauer, Carl Hasdal, Erv Meyer, Hunter Geishart and Jeremy Sickler.

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

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

2. Approval of previous month's minutes (6-7-18)

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 June report. Sickler relayed that this month was historic in both aircraft operations and fuel sales. Sickler also updated the Commission regarding the status of the construction projects. The pre-bid for the State aid projects will be held on July 3rd with construction commencement anticipated to be late August. Motion by Commissioner Hamilton, 2nd by Commissioner Vruwink to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Consider capital expenditure: Ground Power Unit: Commissioners reviewed and discussed information presented regarding pricing of new and used GPUs. Funding alternatives were discussed. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to purchase a new Aero Specialties JetGo 600 for \$34,152.50 plus freight. The purchase is contingent upon delivery no later than August 15. A blend of funding sources to include the budgeted Airport Capital Improvement, Sand Valley/Visit Rome, insurance settlement proceeds, and other municipal contributions will be explored. Motion carried.

5. New business

a. Consider purchase of pilot lounge furniture for basement: The Commission discussed acquisition of furniture and appurtenances to accommodate pilots seeking quiet lounge space. Alternatives for furniture for the ground floor level and the basement were considered. Commissioners Martinson and Vruwink offered their time to research and order furniture and a television. Solarus has been contacted and for a \$5 per month service rate increase another cable box installed in the basement and another phone line are available. Motion by Commissioner Nystrom, 2nd by Commissioner

Martinson to approve \$2500 for purchase of furniture and a television. Funding will come from the budgeted Airport Capital Improvement Fund. Motion carried

b. Consider creation of an RFP for design of a T-hangar layout, hangar lot, or both: Airport Manager Sickler will pursue options and RFP creation for planning and design of hangar areas for future Commission consideration.

6. Financial Reports

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

b. Review of financial statements: No action taken

7. Closed Session:

a. Vote to go into closed session: Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to go into closed session. Vruwink; yes, Hamilton; yes, Nystrom; yes Martinson; yes. Motion carried.

b. Discuss negotiation and strategy regarding airport lot leases: The Commission discussed negotiation and strategy regarding airport lot leases.

c. Vote to go into open session: Motion by Commissioner Vruwink, 2nd by Commissioner Nystrom to return to open session. Vruwink; yes, Hamilton; yes, Nystrom; yes Martinson; yes. Motion carried. No action taken.

8. Future Agenda Items:

a. Airport signage

b. Private parcel within airport fence

c. Airport east end access from Sampson St.

d. Airport terminal improvement/marketing partnership opportunities

9. Public comment: none

10. Correspondence received: None

11. Consider date and time for next meeting: The Commission decided to hold the next meeting at 2:30pm on July 19 to discuss bid opening for the State aid projects.

12. Adjourn: Motion made by Commissioner Nystrom, 2nd by Chairman Martinson to adjourn at 5:31. Motion carried.

Respectfully submitted, Chairman Vruwink