

# 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

8/7/20

The South Wood County Airport Commission met on Friday August 7, 2020 at 8:06 AM at the South Wood County Airport, Alexander Field. Members present were Arne Nystrom, Brad Hamilton, and Shane Blaser. Katie Martinson attended via teleconference. Also in attendance were Dennis Holz, Merry McKenzie, Ray Bosser, and Jeremy Sickler.

**1. Call to order:** Chairman Blaser called the meeting to order at 8:04 AM.

**2. Approval of previous month's minutes (7-2-20):**

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

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

Airport Manager Sickler updated the Commission on the hangar construction progress. The hangar is substantially complete and most owner training has been completed. Sickler noted the aircraft activity and fuel sales were well below last year to date. Sickler also updated the Commission on several items including airfield lighting, engagement of an engineer for design of a fuel system upgrade, and BOA/MSA progress on the aviation easement and obstruction removal projects. Motion by Commissioner Hamilton, 2nd by Commissioner Blaser 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: The draft previously presented was reviewed by Commission and City legal counsel. Many of the recommended changes were incorporated into the draft most recent draft. There were a few questions the Commission had for City counsel regarding some language and exclusions. No action taken.

b. Discuss and consider action regarding a ribbon cutting event: The Commission discussed and showed interest in hosting a ribbon cutting event to commemorate the opening of the new Commission hangar. The chosen date and time will be 09:30 AM September 3rd, after the regularly scheduled Commission meeting. No action taken.

**5. New Business**

a. Discuss and consider action regarding replacement of gate motor on Two Mile: A quote was presented to the Commission for the replacement of a gate motor which has been problematic and not operating correctly for years. The repair company stated that the existing motor is old and hard to find parts for. Several costly repair attempts have been made and the gate is still malfunctioning.

Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the purchase and installation of a 110V gate motor and operator to be paid for out of reserves. Motion carried.

**6. Financial Reports**

a. Approval of Airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the Airport vouchers. Motion carried.

b. Approval of Airport financial statements: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the Airport financial statements. Motion carried.

**7. Future agenda items:**

Intergovernmental agreement, airport terminal flooring.

**8. Correspondence received:** None

**9. Set next meeting date:**

Thursday September 3, 2020 at 8:00 AM.

**10. Adjourn:** Motion made by Commissioner Hamilton, 2<sup>nd</sup> by Commissioner Nystrom to adjourn at 8:40. Motion carried.

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