

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

9/6/18

The South Wood County Airport Commission met on Thursday, September 6, 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, Merlin Bauer, Dennis Polach, Randy Gustafson, Bill Clendenning, 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 4:01 PM.

2. Approval of previous month's minutes (8/2/18)

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 August report which included updates on the development projects. Sickler also highlighted the aircraft activity levels and fuel sales were again higher than anticipated. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Consider approval of Quit Claim Deed for property inside Airport fence: The Commission discussed the property to be gifted as outlined in the Quit Claim Deed. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to proceed with the acceptance contingent upon legal review of the document. Motion carried.

b. Consider leases for extension to Richard Rodencal and Mike Vogel: Leases were reviewed for extension to Rodencal and Vogel. Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to extend new leases to Rodencal and Vogel. Motion carried.

5. New business

a. Discuss 2019 Budget: The 2019 Budget request was presented to the Commission. Municipal contributions, revenue and expense changes, and capital investments were discussed. Suggestions on several line item account changes, additions, and deletions were made. These included addition of new revenue lines to reflect new service offerings, clarification of maintenance expense descriptions, and footnotes describing local funding matches for Federal and State funded projects. An updated version will be brought to the October meeting. No action taken.

6. Financial Reports

- a. Approval of airport vouchers: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve airport vouchers. Motion Carried.
- b. Review of financial statements: Financial statements were presented and discussed.

7. Public Comment: None

8. Closed Session:

- a. Vote to go into closed session: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to go into closed session. Hamilton; yes, Vruwink; yes, Nystrom; yes, Martinson; yes. Motion carried.
- b. In closed session, discussion ensued regarding sale of Airport Property.
- c. Vote to go into open session: Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to go into open session. Hamilton; yes, Vruwink; yes, Nystrom; yes, Martinson; yes. Motion carried. *Note: the agenda incorrectly identified this item as "may take action regarding airport lot leases"*

9. Future Agenda Items: Airport terminal improvements/marketing partnerships; 2019 Budget; 90th Anniversary event;

10. Correspondence received: None

11. Adjourn: Motion made by Commissioner Hamilton, 2nd by Commissioner Martinson to adjourn at 5:01. Motion carried.

Respectfully submitted, Chairman Vruwink