

ALEXANDER FIELD

SOUTH WOOD COUNTY AIRPORT

MUNICIPALLY OWNED

MEETING MINUTES

AIRPORT COMMISSIONERS:

Brad Hamilton, President
Jason Warren, Supervisor
Matt Zacher, Mayor
Joseph Zurfluh, Trustee

MUNICIPALITIES:

City of Nekoosa
Town of Grand Rapids
City of Wisconsin Rapids
Village of Port Edwards

10/9/24

The South Wood County Airport Commission met on Thursday October 9, 2024 at 8:00 AM at the South Wood County Airport, Alexander Field. Members present were Brad Hamilton, Matt Zacher, and Joe Zurfluh. Also in attendance were Ryan Falch, Randy Gustafson, Paul Tranal, Bill Menzel, Bill Clendenning, Dan Minarcik, Tom Davis, Jeff Christensen, Tom Davis, Hunter Geishart, Jacque Zirbes, and Jeremy Sickler.

1. Call to order: Chairman Hamilton called the meeting to order at 8:02 AM.

2. Approval of previous month's minutes (9-5-24):

Motion by Commissioner Zurfluh, 2nd by Commissioner Zacher to approve the minutes as presented. Motion carried.

3. Airport Manager's Report:

Airport Manager Sickler presented the monthly report for September. Ryan Falch from SEH provided an update on the progress on projects. The contract has been signed. The aerial survey of the airport was already completed so the project is underway. The ground survey will take place shortly. The obstruction removal project is awaiting a decision by the Commission about funding to proceed. Sickler also reported that fuel sales were a record high monthly gallon amount and fee collection for the month of September were good, with year over year fuel sales up 17%. Motion by Commissioner Zurfluh, 2nd by Commissioner Zacher to approve the report as presented. Motion carried.

4. Old Business

a. Discuss and consider action regarding gate quotes: Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve quote as presented in July by American Fence for the recommended gate and motor repairs. Motion carried.

b. Discuss and consider action regarding hangar access policy: Motion by Commissioner Zurfluh, 2nd by Commissioner Zacher to table this item until next meeting. Motion carried.

c. Discuss and consider action regarding terminal meeting A/V system: Motion by Commissioner Zurfluh, 2nd by Commissioner Zacher to table this item until next meeting. Motion carried.

5. New Business

a. Discuss and consider action regarding 2025 budget request: The request sent to the city was presented for review and discussion. Motion by Commissioner Zacher, 2nd by Commissioner

Hamilton to approve the proposed budget. Motion carried. Chairman Hamilton requested expedited distribution to the member municipalities.

b. Discuss and consider action regarding sponsor only funding for initial phases of the obstruction removal project: Sickler presented emails from SEH and the BOA regarding Commission willingness to pay fees up front with intention of reimbursement to keep the project on track to cut trees in winter 2024/2025. Motion by Commissioner Zacher, 2nd by Commissioner Hamilton to approve payment of up to \$54,570 with reimbursement anticipated when the grant is awarded. Motion carried.

c. Discuss and consider action regarding Master Plan Kickoff Meeting and Stakeholder Committee Formation: Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to hold a second meeting on November 7 for the MP Kickoff Meeting and Stakeholder Committee formation. Furthermore Commissioner Zurfluh nominated Mayor Zacher to Chair the Committee. Motion carried.

6. Review of Financial Statements

Sickler presented the September Financials for discussion. Commissioner Hamilton asked for an explanation for the Wood County contribution not being paid and Sickler explained the grant was received and accounted for in FY 2023. Motion by Commissioner Zurfluh, 2nd by Commissioner Hamilton to approve the financial statements. Motion carried.

7. Future agenda items:

Hangar sale lease agreement, hangar access policy, terminal meeting A/V system, First Street fenceline tree planting

8. Public Comment: EAA members commented on the American Fence gate quote and the functionality of the old Airport work truck.

9. Correspondence received: Galen Manternach requested tenants be given a code for access to the new hangar. This will be discussed at a future meeting.

10. Set next meeting date:

November 7, 2024 at 0800 Commission Meeting, November 7, 2024 at 0900 Kickoff Meeting,

11. Adjourn:

Chairman called meeting adjourned at 08:51 AM.

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