

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

11/1/18

The South Wood County Airport Commission met on Thursday, November 1, 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, Ron Blunck, Dirk Haessly, Randy Gustafson, Shirley Klapperich, 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 (10/11/18)

Motion by Commissioner Nystrom, 2nd by Commissioner Hamilton to approve the previous month's minutes. Motion carried.

3. Airport Manager's Report:

Airport manager Sickler presented his October report which included updates on the development projects. Sickler also highlighted the aircraft activity levels and fuel sales were comparable to this month last year even with a two month closure. Motion by Commissioner Hamilton, 2nd by Commissioner Nystrom to approve the Airport Managers Report. Motion carried.

4. Old Business

a. Consider north facing T-hangar rental rates effective January 2019: The Commission discussed ongoing years of inaccessibility for occupants of north facing T-hangars as a result of ice and snow buildup. Motion by Commissioner Hamilton, 2nd by Commissioner Martinson to forego rent payments for the months of January, February, and March if the tenant pays the remaining nine months rent up front. Motion carried.

5. New business

a. Discuss snow plowing expectations and procedures: The Commission discussed previous expectations and considered potential changes necessary on the newly constructed additional surfaces. The policy of plowing when City of Wisconsin Rapids streets are plowed will remain the same. The Apron will be plowed to open up an area at least as big as the existing apron area, more if necessary. Airport Manager Sickler will meet with City Streets Dept. and Haessly Landscaping to discuss procedures and relay Commission desires. No action taken.

b. Discuss winter staffing priorities and schedule: A tentative work schedule for full and part time employees was presented and discussed. Included were some tasks, projects, and obligations to be

completed during the winter months. Retention of seasonal help during the winter with flexible hours to assist on an as needed basis was also discussed. This was provided for in previous approvals so long as budgetary provisions are made.

c. Consider renewal of intergovernmental Airport Management agreement: The Commission reviewed and discussed the existing intergovernmental agreement which expires December 31, 2018. A renewal will be proposed by the City of Wisconsin Rapids in the month of December and the parties will provide a proposal including a rate consisting of existing and future management expenses. No action taken.

6. Financial Reports

Financial reports were not provided.

7. Public Comment: None

8. Future Agenda Items: Terminal building maintenance, terminal area marketing/partnerships, snow sculpture event, drone seminar.

9. Correspondence received: None

10. Adjourn: Motion made by Commissioner Nystrom, 2nd by Commissioner Hamilton to adjourn at 4:51. Motion carried.

Respectfully submitted, Chairman Vruwink