

Minutes
Airport Commission Meeting
Wednesday, May 1, 2013

Present: Gary Schwartz, Joe Malsack, Gary Schulz, Lyle Banser, Chris Malm and Airport Manager John Miller

Also Present: Larry Wenning, Steve Krueger, Brian Hough, Bill Kaiser and Taylor Kaiser

(1) Call to Order: Gary Schwartz called the meeting to order at 7:00 PM.

(2) Approval of the March 20, 2013 Minutes: John Miller said that Taylor Kaiser's name was misspelled and would be corrected. Joe Malsack made a motion to ratify the minutes of the March 20, 2013 meeting with that correction. The motion was seconded by Lyle Banser. The motion passed.

(3) Approval of Vouchers: The vouchers were reviewed and signed by all. Joe Malsack made a motion to approve the vouchers. The motion was seconded by Chris Malm. The motion passed.

(4) Update on 2006 Project: Will combine with the 2013 Terminal Project.

(5) 2013 Terminal Project: Gary Schwartz said that the contractors are waiting for the road load limits to come off, which should be in about two weeks, to get started on this year's project. John Miller said Van Ert Electric wants to get started by installing the cans for the light system along the new taxiway. They will also be working in the electrical vault. John said as soon as the ground is workable they will start putting in the rest of the lights.

Gary Schwartz brought everyone up to date regarding the bid for the light poles. Gary said that he and John Miller would come up with the options and report back to the Commission.

John Miller said that he has been in touch with the board at the Tomahawk Airport in regard to borrowing an entitlement. John said he has also spoken with their project manager from the Bureau of Aeronautics (BOA). John said Tomahawk is hesitant to release that money to us because they are afraid the Federal Government may discontinue the program. John said their project manager said he would advise Tomahawk it would be to their advantage to borrow us an entitlement at this time.

Gary Schwartz said that if we were to get the money from Tomahawk we should be able to start the work on the terminal this fall. Gary Schwartz said that if we do get that entitlement it will be time to get an architect involved with the planning.

(6) Discussion/Decision Approval of Com. Hangar Ground Lease in NEW Terminal Area: Brian Hough presented his plan for a hangar in the new area of the Airport. Brian Hough said that he would like approval to build an 80 X 100 hanger to start a flight school on the Merrill Airport.

Gary Schulz questioned if the area selected was large enough to build that size hangar. John Miller said they would talk with Steve Opatik from Becher-Hoppe to confirm the hangar will fit there.

Brian Hough reviewed with the commission his financial and business plan to get the flight school operational. Brian felt that construction of the hangar could start by July 1st. Gary Schwartz said that a \$500 deposit was required to hold the site and he would have 1 year to build and then the deposit would be returned to him after completion.

Joe Malsack made a motion to approve the ground lease requested by Brian Hough. Gary Schulz seconded. Motion carried.

(7) Discussion/Decision Maintenance Hangar Floor Resurfacing: John Miller said that after last month's meeting he asked for and received more bids on the painting of the hangar walls. John said he received and accepted a bid from Heisler Painting for \$5,160.00. John said the painting of the walls is presently being done.

John said while removing the paint along the edge of the concrete floor he realized that there were a lot of areas that had deep pitting and the polishing previously approved was not going to work. John said he did some research and found that epoxy paint might be a better way to go.

The commission members viewed the hangar floor while John explained what he would like done. John said he has been in touch with Parker Coatings from Green Bay and has received a quote of \$6,780.00 for the paint for the floor. John said this is an industrial coating that was put down at a hangar in Iron Mountain and has lasted well for about six years now. Gary Schulz has seen this floor in Iron Mountain and it is a nice looking floor.

John Miller said that his company is also spending more on the preparation of the floor than he had anticipated but felt the final product will be worth the money. John Miller went over the agreement between the Commission and John Miller Aviation for the refurb of the Hangar. John said the commission is to pay for the painting of the walls and would pay for the materials for the floor. John Miller Aviation would do the labor for the floor.

John said the refurb of the hangar is still within the capital budget money allotted. After some discussion Joe Malsack made a motion to approve the cost of the paint for the floor. Lyle Banser seconded. Motion carried.

(8) Discussion Ground Lease: Taylor Kaiser said that he has been to see the City Attorney and did sign and notarize the lease and paid the sales tax. They also provided a certificate of insurance for \$1,000,000. Taylor said the reason they crossed out the City of Merrill as an additional insured on the policy was because they felt that they did not have personal control of the 5 foot footprint surrounding the hangar.

John Miller said crossing anything off the lease was unacceptable to the City Attorney. Bill Kaiser said that listing the City of Merrill as a co-insurer would be additional fee. After much discussion Bill was urged by the Commission to check this again, as no one else had any additional charges to provide paperwork naming the City as a co-insured.

After some additional discussion Taylor Kaiser then signed a new lease and they were witnessed signed by John Miller and Gary Schwartz.

(9) Discussion–Airport Name: No discussion this meeting but will be kept on the Agenda.

(10) Discussion of RRL Marketing Program: No discussion this meeting but will be kept on the Agenda.

(11) Manager's Report: John Miller reported that at the Aviation Conference he had just attended he spoke with Eric Johnson, our Project Manager from the BOA and Steve Opatik, from

Becher-Hoppe and was told that the beacon should be up in about 3 weeks and will be one of the first items completed when the project begins.

John reported that one of the seminars he attended was regarding Airport Safety Committees. John said a formal Safety Committee gives users of the airport a chance to speak about problems the Airport Manager or Commission Members May not be aware of. It would give a platform for the Airport Manager and Commission to act on these problems. John said this is something that he would like to talk about in the future.

John also stated that \$219,000,000 was shifted from AIP to the operational budget of the FAA. All agreed this is not good news for future projects

John said Hanger 9 has been rented to Dan Sire effective 5/1/2013.

John said the lights on 16/34 have started popping again when the warm weather came a few weeks ago. John said that he is keeping the lights manually on low to keep the breakers from popping. John said so far this is working so for safety reasons he will continue this for the time being.

John said Bryce Kolpeck from NTC has spoken with him about doing something at his facility the same day we do Airport Day. John and Bryce will continue talking about this as Airport Day gets closer.

John Miller said that he has spoken with the City Attorney and was told that the City will not help him at all when it comes to problems with the skydivers at Airport Day from a legal or insurance wise. John said the City Attorney said that Letters of No Fault are absolutely worthless.

Steve Krueger said that he has spoken with one of the skydivers and there is one day insurance coverage we could get for around \$500.00. Steve said he will get this information to John.

Brian Hough asked if the Airport had a non-profit certificate so that we could do a 50/50 raffle to raise money for Airport Day to get more attractions. Brian said Tomahawk does the calendar raffle to raise money.

(12) Chairman's Report: Gary Schwartz and John Miller attended the ribbon cutting at NTC. Gary spoke with Lori Weyers, President of NTC, after the ceremony about maybe getting an Aviation Program started there. He was told she would look into it.

(13) Aviation Happenings: Gary Schulz stated that Boeing is back in the air with the 787's.

Gary reported that with this \$219,000,000 from AIP to FAA the control towers will be kept open, and no airport projects will lose funding.

Gary talked about the certification process of airplanes.

(14) Public Comment: None

(15) Agenda Items for Next Meeting: Insurance for Skydivers Policy, Safety committee, NTC and Approval of Hangar for Dan Sire.

(16) Adjournment: Joe Malsack made a motion to adjourn. The motion was seconded by Chris Malm. The motion passed.

These Minutes were recorded by John Miller, the Airport Manager and were ratified at the May 15, 2013 Airport Commission Meeting.