

Minutes

Airport Commission Meeting

Wednesday, November 20, 2013

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

Also Present: Larry Wenning, Joe Brown

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

(2) Approval of the October 9, 2013 Minutes: Gary Schulz made a motion to ratify the minutes of the October 9, 2013 meeting. The motion was seconded by Chris Malm. The motion passed.

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

(4) Update on 2006 Project: John Miller reported that because it is getting so late in the season the one inch and larger rocks will be removed and the re-seeding will be done in the spring. John said the Bureau of Aeronautics (BOA) will be holding back money from the contractors until everything is done.

(5) Terminal Project Update: Gary Schwartz said that he has met with Pat VanDerworth from MTS, the architects for the Terminal Building. Gary said the BOA has sent the Federal Aviation Administration (FAA) standards for contracts and MTS has incorporated that into their agreement. Gary said he has the updated contract from MTS and will be getting that sent to the BOA.

Gary Schwartz presented updated plans to the commission. A discussion of the plans followed. Gary Schwartz said the plans now need to be approved by the state.

(6) Discussion/Decision on Transfer of Hangar 15 Lease: Gary Schwartz introduced Joe Brown (Eugene Brown) and said that he was purchasing Hangar 15. Gary said we needed to consider the transfer the land lease from Ed Mux to Joe Brown.

Joe Brown said that an inspection of the hanger was done by Darin Pagel from the City of Merrill. Joe Brown said Darin commented that the upper portion of the building was in decent shape and John Miller agreed. Joe Brown said there are problems with the lower part of the building. Joe Brown explained that in addition to some minor roof problems there were problems with the sill plate and rotted lower ends of the 4X4 beams.

Joe Brown said he was going to lift the building around eight inches and clean the rotten granite off of the cement footing. He then would lay down a new pressure treated sill plate and cut off the rotted portion of the beams. He would then replace the removed portions of the beams with new pressure treated lumber attaching them to the upper portion of the beams. Then when the building was set back down on the footing all would be brought back to level.

John Miller said that he and Joe Brown discussed a time line when the repairs will be completed. Joe Brown said the minor repairs on the roof will be done yet this fall, if he gets a break in the weather, and the repairs to the foundation would be completed by next fall. All agreed this was a fair agreement.

Joe Malsack made a motion to transfer the lease of Hangar 15 to Joe Brown with the understanding that all necessary repairs will be done by next fall. Gary Schulz seconded. Motion carried.

(7) Manager's Report: John Miller said that he has spoken to Bev Corneluis about purchasing her 100 gallon fuel cart. John said that because of the insurance restrictions he is unable to drive the unlicensed vehicles to the city garage to get fuel. John said he has been hauling fuel here in 5 gallon containers. John would like to purchase this cart for \$500.00 after the first of the year. There was little discussion and no consensus on this subject.

John Miller reported that he feels the furnace for the lobby is going bad. John said it stopped operating twice in the last three years. John said that the heat exchanger is rusting badly and when the drain valve gets clogged by the rust particles the furnace stops operating. John said that he helped Delta Heating clean out the drain valve and the furnace was now working.

John Miller said he worries about the bathrooms freezing if the furnace should go out when he is not around during extreme cold weather. John said he also is concerned about the possibilities of fumes. John said he has received quotes from Delta Heating and Gilray for a new furnace. John said he requested a quote from Gilray because of possible rebates from Lennox but was told that because this is a commercial building they do not apply. Gary Schwartz said the Lennox has a life time warranty on heat exchangers. John said he would check into that and report back to the Commission.

John Miller reported that we have a new budget and he felt the Airport was treated fairly. John said the \$500.00 increases for mowing, snowplowing and Airport Day will be helpful and that the increases for fuel and sewer and water costs were needed.

John said that we need to cut the weeds along the fence this year to establish a presence. John said there is 15 feet outside the fence that is Airport property. John said that he would like to rent a skidster from Fabco Rents again this winter to clean these areas along Champagne Drive and Highway 107.

John said there was a lightning strike in the past week that burnt a circuit board in the north gate and the weather station telephone system circuit board. John said that he had boards to replace them and he will order a new gate board in January. John said the cost of the boards do not exceed the \$500.00 insurance deductible.

After some discussion it was decided there was no need for a December meeting and the next meeting will be January 15, 2014.

(8) Chairman's Report: None for tonight.

(9) Aviation Happenings: None for tonight.

(10) Public Comment: None for tonight

(11) Agenda Items for Next Meeting: Nothing new.

(12) Adjournment: Chris Malm made a motion to adjourn. Joe Malsack seconded. Motion passed.

These Minutes were recorded by John Miller, the Airport Manager and will be ratified at the January 15, 2014 Airport Commission Meeting.