

Minutes

Airport Commission Meeting

Wednesday, May 21, 2014

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

Also Present: Larry Wenning, Steve Krueger

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

(2) Approval of the April 16, 2014 Minutes: Lyle Banser made a motion to ratify the minutes. Joe Malsack seconded. Motion carried.

(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) Terminal Project Status: Gary Schwartz said there was another pre bid meeting on May 20th here in the lobby. Gary said the Terminal Building had to be re-bid because in the first bid it was not clear as to which type of roofing materials were to be used on the metal roof option in the plans. Gary said the Bureau of Aeronautics (BOA) was forced to re-bid after complaints from bidders.

Gary said the BOA is doing a special cycle for opening bids and ours will be opened June 5th. Gary said he is hoping for some more competitive bids this time.

(5) Update on 2006 Project: John Miller said Steve Opatik from Becher Hoppe said in an e-mail that he has been in touch with Merrill Sand and Gravel as to when they will finish cleaning the rocks from the construction area from last year. Gary Schwartz explained to the Commission the reason for a dispute between Merrill Sand and Gravel and the BOA. Gary said we are still waiting for the final numbers from that project because of this dispute.

John Miller said Steve Opatik also said Becher-Hoppe are working on ways to fix the problem with the vault building roof and the falling snow freezing on the sidewalk.

(6) Update Fixed Base Operator/Airport Manager Search Process: John Miller said that there has been some interest from the Barnstormer ads. John said that Dave Koch, a retired airline pilot from Chicago, has showed some interest. John said he was in Merrill on May 19th and 20th. John Miller said he met with him both days and Gary Schulz, Larry Wenning and Steve Krueger met with him Monday evening and spoke with him about his plans and what he would be doing at the Airport. Dave Koch told John he was interested but needs time to think it through and come up with a plan.

(7) Discussion/Decision Search Team Advertising Budget: Gary Schwartz said he spoke with Kathy Unertl and Dave Johnson from City Hall about an advertising budget and he was told that we would need to take the money from the Airport Budget.

Gary Schulz said that classified ads should be put in the Minneapolis and Chicago papers and also ads in Trade-a-plane. Gary Schulz made a motion that we take \$1000.00 out of our budget and have the steering committee use it for advertising. Lyle Banser seconded. Motion carried.

John Miller commented he did not know where in the budget that money was going to come from.

(8) Discussion/Decision Signage Directing Aircraft at New Ramp: Gary Schulz said that he felt there should be a sign placed at taxiway A1 directing pilots as to which direction they need to go to purchase fuel or to go to the FBO. A discussion was held regarding what kind of signs would be needed and where they should be placed.

Joe Malsack said that it is recorded on the AWOS that fuel is mid-field on Runway 7/25. Gary Schulz said that that message seems to come and go on the AWOS.

After some discussion Gary Schwartz said we should table this for now and re-address it next month.

Gary Schulz said with summer coming he felt we need the port-a-potty back for the fuel ramp. Gary Schwartz said there will be one out there for the construction workers. It was decided we would wait on this a while.

(9) Airport Day 2014: John Miller said there is a planning meeting scheduled for Thursday, May 29th.

(10) Discussion/Decision FBO Hours of Operation: John Miller made a proposal to the Commission that the summer hours be changed from being open from 8:00 AM to 7:00 PM Monday through Friday to being open 8:00 AM to 5:00 PM Monday through Saturday. He also asked that the FBO be closed on Sunday year round.

John Miller said that giving this a trial period this summer would give the Commission an opportunity to see if this is something they want or do not want in the new contract that will be signed in September.

John Miller said that the lobby is always open for pilots needing to use the restrooms and to get out of the cold in the winter. He said that there would be numbers available for a call in person if someone did need help or something needed attention at the Airport.

John also said that snow plowing would go on as always and would not be ignored on Sunday. John explained that the FBO would only be closed on Sunday and not the Airport. A discussion was held regarding the pros and cons of doing this for a trial period.

A motion was made by Lyle Banser that the summer hours are changed from being open from 8:00 AM to 7:00 PM Monday through Friday to being open 8:00 AM to 5:00 PM Monday through Saturday and the FBO be closed on Sunday. These changes are being done only as a trial period and could be reversed at a later date. Chris Malm seconded. The motion carried.

(11) Manager Report: John Miller said two T-hangers are being vacated. John said Gary Schulz is moving out of Hangar 4 and Jim Cornelius is moving out of Hangar 8. John said Gary Schulz gave a 30 day notice as stated in the contract. John said Jim Cornelius gave only a 15 day notice.

John spoke to Tom Hayden regarding this and John said Tom said we should hold Jim to his contract. Gary Schulz said that he would move his plane into Jim's hanger as to not cause hard feelings. John and Gary agreed to discuss this to make it work.

John said that the new occupant for hangar 10 is Dave Damitz. John said Dave has signed his contract and made the proper payments. A motion was made by Gary Schulz to approve Dave Damitz as the new occupant of Hangar 10. Joe Malsack seconded. The motion carried.

John said that with the two vacant hangers he would send out another mailing.

John Miller said the North Gate has only tripped the system one time in the last two months. John said they will just keep an eye on this intermittent problem.

John Miller said the geese and the sand cranes are still a problem. John said the police have killed the two geese that were causing problems for the aircraft landing and taking off. John said he has purchased a gun designed to make loud noises to scare the geese away. John said he would like to try this over the Memorial Day weekend.

John said he had received a verbal permit from the DNR to take the two geese. John said he is still working on getting a permanent permit to control the geese and he expected that to come through in a couple of days.

It was reported that Dean Boyd is putting a concrete floor in his hanger.

(12) Chairman's Report/Discussion of Future Projects: Gary Schwartz said that they will be redoing Taylor Street this summer. He said he has requested that the drain be repaired to remove the standing water at Taylor Street and Airport Road.

Gary Schwartz said that it is now time to start thinking about the next major project. He would like it to be the re-surfacing Runway 16/34. Gary said the bog needs to be removed at the end of Runway 34. Gary said this is a safety concern because there is not enough safety area before you reach the bog if an aircraft were to go off the end of the runway. Gary said he is going to start discussions with the BOA about this project.

(13) Aviation Happenings: Nothing for tonight.

(14) Public Comment: None

(15) Agenda Items for Next Meeting: None

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

These Minutes were recorded by John Miller, the Airport Manager and were ratified at the June 25, 2014 Airport Commission Meeting.