

AIRPORT COMMISSION MEETING  
Wednesday, May 18, 2016 at 7:00 p.m.  
Merrill Municipal Airport

MINUTES

Members Present: Chairman Gary Schwartz, Lyle Banser, Joe Malsack, Airport Manager Rich McCullough, Gary Schulz, Alderman Ryan Schwartzman

Also Present: Steve Krueger, Larry Wenning, Wayne Podeweltz

1. Meeting Called to Order - Chairman Schwartz called the meeting to order at 19:00 hours. He reported that Ryan Schwartzman was appointed by Mayor Bill Bialecki to replace Chris Malm on the Airport Commission.
2. Approve updated minutes of April 2016 Meeting. Motion by Malsack, second by Schulz. All ayes. Motion carried.
3. Approval of Vouchers - Vouchers were reviewed and initialed by all. Motion by Malsack, second by Banser to approve vouchers. All ayes. Motion carried.
4. Terminal Project Status - Counters are in U.S. but not delivered yet. Chairman Schwartz will check with Kathy Unertl to see what the remaining budget is for terminal furnishings.
5. Terminal Dedication/Ribbon Cutting - Governor Scott Walker 05/26/16 at 10:50a.m. - Meet and Greet and Ribbon Cutting.
6. Runway 16/34 Project Status - Chairman Schwartz reported bid will be in latter part of June. Construction will begin in August. Schwartz showed map of work area and explained the process of replacement of apron south of maintenance hanger and some additional blacktop for snow removal along with drainage issues. Construction may interfere with Airport Day and some other events. Should know by next meeting. Wayne Podeweltz asked why the blacktop isn't being replaced on apron in front of his hangar. Schwartz will give Wayne a contact number to talk with the project engineer.
7. Obstruction Ordinance - No change. No funding for approach clearing any way.

8. Property Purchase Status - Property was closed on in early May. Occupants intend to vacate at end of May, at which time we take possession and clear the property/move garage. We will be removing electric/gas services after tenant is out. State is interested in purchasing a small piece of property on Taylor Street. City portion could be \$7,000 with a \$35,000 purchase price.
9. Manager's Report - Manager McCullough reported on 20/20 Program which is geared to 8<sup>th</sup> Graders who will be touring the airport.

Rich checked on depth of Charter Cable that is impeding our ability to trench and drain property at the corner of Taylor and Airport Road NE corner of intersection. We may have to grade farther onto airport property to get proper fall to storm sewer intake.

Rich will look into getting rusty rims painted on airport pickup.

Rich will be installing a chain railing/barrier on the balcony in maintenance garage.

He is also checking on repairs for the cement that broke on the fuel pad. Should be approximately \$55 if he does the labor.

10. Airport General Maintenance - Manager McCullough checked for references for Pieper elect regarding grounding to reduce or eliminate lightning damage. Schwartz reported on damage we have sustained about \$37,000 damage to our electronics on gates and AWOS since 2006, so we are asking that State help fund this repair which is to properly ground our equipment. We are considering attempting to seek some financial relief from the original company that did not adequately install and properly ground the system. As repairs by new company are being done, we will have contractor help document repairs for future negotiation/litigation.

A touch screen monitor for advertising local attractions/businesses will be installed which will also provide weather information.

11. Chairman's Report - Chairman Schwartz passed out a fuel survey spreadsheet. Fuel sales have been picking up. Fuel Department has made, after expenses, \$5,000+ so far this year.

Schwartz working with City to use a brush cutting machine.

Fahrner (black top crack repair contractor) had an estimate of \$13,000+ which seems high compared to past repairs. Rich will contact Fahrner to negotiate a better price.

Schulz will advertise airport facilities/amenities for people traveling to and from Oshkosh again this year.

Group discussed some maintenance items that should be done daily/weekly/monthly. A checklist has been developed for Rich.

12. Airport Days - Construction project on airport ramp will possibly interfere with Airport Day. We should have a much clearer picture after June Meeting. Malsack will keep working with the radio controlled group for possible future event.
13. Aviation Happenings - Pilots Bill of Rights has passed the Senate three times and moved on to the House. In England, they expect to be able to fly with driver's license by the end of summer. The U.S. needs medical physical.
14. Public Comment - Podeweltz asked for phone number to check on refurbishing the black top in front of his hangar.
15. Agenda Items for Next Meeting - None
16. Adjournment - Motion by Malsack, second by Schulz. All ayes. Motion Carried.

Minutes prepared by Lyle Banser