

AIRPORT COMMISSION MEETING
Wednesday, April 15, 2015 at 7:00 p.m.
Merrill Municipal Airport

MINUTES

Present: Chairman Gary Schwartz, Gary Schulz, Lyle Banser, Joe Malsack, Alderman Chris Malm, Airport Manager Rich McCullough.

Also Present: Larry Wenning, Steve Krueger, Richard Plautz

1. Meeting Called to Order - Chairman Schwartz called the meeting to order at 19:00 hours.
2. Approve minutes of March 18, 2015 Meeting. Motion by Malsack, second by Schulz. All ayes. Motion carried.
3. Approval of Vouchers - Vouchers were reviewed and initialed by all. Motion by Banser, second by Malsack to approve vouchers. All ayes. Motion carried.
4. Terminal Project Status - Group discussed the defects (punch list) on new terminal. Chairman Schwartz met with Decker (the contractor). When the defects are corrected, we will re-inspect. Hopefully, it will be approved by May 1, 2015.
5. Discussion/Decision Terminal Finishing Details: Furniture, Landscaping - Chairman Schwartz will be getting estimates on landscaping. Larry provided a couch for the Pilots Lounge. Chairman Schwartz is going to bring in a booth for the snack area. Schulz will get estimates and ideas on furnishings from local stores. Discussed adding a patio area to the north side of the terminal. Merrill and Madonna McMann are donating a desk for flight planning.
6. Discussion of 2015 Entitlement Grant and Use - Chairman Schwartz informed us that the entitlement money has not been released yet but should be released sometime in June.
7. Discussion Business Model Going Forward - Discussed work that A & P Mechanic McCullough can perform without insurance.
8. Discussion/Decision Property Purchase - City has approved the purchase of the Bennish property. Malsack made a motion to pursue the purchase of the property, second by Schultz. All ayes. Motion carried.
9. Manager's Report - Manager McCullough discussed the tie down anchors heaving. Schultz discussed the damage done during snow plowing. Discussed installation of new tie downs to replace anchors damaged during winter. Also talked about tie down areas adjacent to the new terminal.

Manager McCullough reported a problem with the key pad on the South Gate. He will call Per Mar to repair and will check for spare circuit boards for gates.

A service company, Vaisala, will be installing a new, state funded, VHF antenna on the top of the AWOS tower to provide AWOS service to the new terminal.

Manager McCullough reported large cracks developing on 07-25. The group decided to do scheduled crack on 16-34. We will inspect and discuss 07-25 at the next meeting.

Manager McCullough asked about hiring help for grass trimming. (See Chairman's Report)

10. Chairman's Report - Chairman Schwartz discussed our need to stay within budget. Discussed the possibility for some of the airport community to volunteer for trimming brush and grass cutting.

Schwartz suggested that we have some areas in the new terminal for a compilation of the history of the Merrill Airport. Larry Wenning will check with Wayne Podeweltz for information/pictures of the Merrill Airport history.

Malsack reported that Airport Days planning is on schedule.

11. Aviation Happenings - Dan Shire will be moving to city Hanger 4. Schulz discussed in conjunction with landscaping at the new terminal to put in a patio on the north side of the terminal for picnic table and grill. Everyone present agreed.

Schultz discussed the use of the new terminal building and ways to promote the new facility. (I.e. camping, biking, gas sales) especially during the EAA Convention. We also have the courtesy car to make the rest of the city available to pilots and guests.

We need to update information on the new improvements at the airport. Also, update pictures and information on the website. Need to update the website called Air Nav to reflect the available services at the Merrill Airport.

12. Public Comment - None

13. Agenda Items for Next Meeting -

- Future repairs on 07-25
- Airport Days Report
- Brushing and Tree Cutting on and around Airport

14. Adjournment - Motion by Schulz, second by Malsack. All ayes. Motion Carried.