

Airport Commission minutes March 16, 2016

Members present: Gary Schwartz, Gary Schulz via phone, Chris Malm, Joe Malsack.

Also present: Larry Wenning, Steve Krueger.

1. Gary called meeting to order at 7 pm.
2. A motion was made by Chris and seconded by Joe to approve the minutes as printed. Motion passed.
3. Vouchers were discussed and passed around for inspection. A motion was made by Joe and seconded by Chris to approve the vouchers to be paid. Motion passed.
4. Terminal project status. We are still working on counter tops, doors, and window coverings. The mantel is in and paid for. Total cost of the new Terminal was \$417,000 with the cost to the City of about \$40,000. We used some credits we had at the Wisconsin State Bureau of Aeronautics, so the City's actual portion is about \$20,000. The Bureau has recommended to other airports to come look at our Terminal for ideas. The money used for furnishings is from past project savings which we had accumulated at the Bureau and that the City is holding for us.
5. Property Purchase status: We are still waiting on 1 person in the family to sign off on the contract. We have started discussions on a second property purchase. We will contact the owner now, and see if he is still interested in selling the property located in the 34 approach. The purpose is to clear the approach area on 34 and we hope to fund the purchase with in the 16/34 project.
6. We are still working on the 16/34 project design. Engineers are discussing rehab vs. rebuild. FAA is looking at 10 vs. 20 year life on ramp projects. The Bureau of Aeronautics wants a study on Runway Protection Zones (RPZs) on each end of 16 and 34. Becher/Hoppe has been instructed to estimate cost of study.
7. Obstruction ordinance: Gary contacted Becher/Hoppe for documentation and received a map showing the ordinance graphically. Gary will write a document referencing the map for the ordinance.
8. Airport Standards. Was originally written in 1996. Gary Schwartz updated the format and removed references to industry on the airport. This document was already approved by the commission in 1996. We will send the revised and update documents back to the City Council for reference. It does not need approval from the Council, it is already in place. A motion was made by Joe and approved by Chris to accept the updated version. Motion passed.
9. Airport ordinance on pedestrian traffic and vehicles on airport property. Removed Northwinds Aviation and replaced with Airport Manager to regulate and monitor. Motion and approval.
10. Gary Schwartz met with the City to make sure the house and old FBO building gas and electric bills are going to the Airport Manager. The City pays for water and sewer at the old terminal building. The billing for the new terminal seems high at \$640.00 per month for January and February. Gary will dig into this issue. The fuel sale profit should be coming back to the airport budget, Kathy is working with

Gary to get a statement every month showing profit or loss. Joe put together a document on sales not correct with City. Gary said that the computer readings and stick readings are not the same due to the fact that the tank has become egg shaped and we should not use stick readings for accuracy any more. A spread sheet from Rich was passed around on price survey on fuel. We are competing with Philips and Medford. The idea is to keep close with competition and to keep traffic coming thru Merrill. Gary drove down the runway and inspected for cracks. Some are present due to the cold, and he would like to fill the cracks earlier this year. He also asked the Bureau to help fund the mastic repairs we did last year on runway 7/25 since we were the 1st in the state to use this process, and are trying to extend the life of the runway. The cost of this project was \$11,000. He also asked about the security system installed in the new terminal building which was not covered by the project. \$28,000 for fire, security and video. We have a verbal confirmation of a 50/50 split with the state and we have our 2015 entitlement which we have not spent yet.

11. Recognition to Chris for he is leaving his position on the City Council and the airport. We thanked him for his service to the airport and the City of Merrill. Chris was always willing to dig into an issue and make sure he understood it. Chris was always willing to volunteer time to Airport activities.

12. A motion was made by Chris and seconded by Joe to adjourn. Motion passed.