

Airport Commission minutes July 20, 2016

Members present: Gary Schwartz, Gary Schulz, Joe Malsack, Lyle Banser, and Ryan Schwartzman.

Also present: Larry Wenning.

1. Gary called meeting to order at 7 pm.
2. A motion was made by Joe M. and seconded by Ryan S. 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 Lyle B. to approve the vouchers to be paid. Motion passed. Budget is still on track for the year, but we are missing the fuel sales income on this report. Gary Schwartz will visit with Kathy to get the corrections needed on the report. A side note we are selling more Jet -A fuel to non-Merrill based aircraft than to aircraft based in Merrill. A very good sign that our investment and pricing is working to draw business to the City of Merrill. Planes are coming in up to dark and getting fuel, some are requesting the courtesy vehicle to run downtown.
4. Terminal project status. They are installing the counter tops and doors next 2 weeks. Window coverings Steve and Karen will get to after Air Venture. Gary Schulz stated the air conditioning noise is bad. He has been talking to a contractor and he inspected. Found the system was not installed to engineering specifications causing noise. He will be contacting the company and see if we can get help to change the system back to engineering design to reduce noise and better cooling efficiency. One inch furnace filters were installed instead of 5 inch filters for the air capacity needed to cool the building.
5. 90% plan here and the pre bid meeting was held, with bids due July 21-2016. Becher Hoppe is working on the runway protection zone for the FAA before we can move forward on the 16/34 project. The state has \$410,000 entitlement money available to us with \$130,000 coming from Langlade County Airport money. This money they will lose this year if not used and we will have to pay back in future. How will this hurt us when we work on the 16/34 project? Can we delay the payment back to them? Gary Schwartz will check with the state to see how this will affect us before we move forward. Gary Schwartz was given the ok to make the decision after discussing the options with the BOA.
6. Discussion/Decision to move the garage to the airport for the manager to use. Ryan S. also brought the discussion to the counsel to provide the \$10,000 we need to purchase the Brown property. This is the City's portion to help acquire property to clear the 34 runway approach.
7. Bennis property - the city owns now, the renters are out. Relocation expenses are being held for up to 2 years. \$2500 the state will put up to help remove the house. We will need help to get the garage ready to move and relocate. Peterson states that it will be much easier to remove the house with the garage removed. Trees are ok to remove any time now, Rich will contact his relation to get the work started.

9. Purchase of a utility cart from Larry Wenning. It has been very handy for working on small jobs around the airport. Gary Schulz made a motion and Lyle B. seconded to purchase the utility cart for \$1700. The commission discussed cost and usefulness. Will the cart be used enough? Motion passed.

10/11. Manager's report /general maintenance - fence and brush removing from the fence on Champaign Street. Brush cutting equipment at the city, are we going to hire them or can we operate it with our personal. Flier 411 info screen is installed and running. Crack patching on the concrete coming along. We are looking for a used hand lawn mower. Joe M. has an extra hand mower Rich will try to see if it will work. Crack patching on 7/25, overpriced currently, holding on repairs until price comes down. Rich will pick rocks and try to roll 5-6 times the grass runway along 25 to see if he can level it back out. The grader did more damage due to the ground being too soft. No one knew that might happen, no fault to the driver or Rich. We will need dirt at the other end off the airport to help fill in the low spots. Gary Schwartz has a 10 foot drag to help level the dirt once spread. Siding on hold till next meeting. Lightning damage BOA says it is maintenance and will not fund. We are claiming installed incorrectly which is causing the damage. We will keep working on. Chain railing still not installed on the upper deck in the maintenance building. Rich will get that taken care off.

12. Airport signage - we need to replace the one on Airport road and will need to put up a new sign for the new terminal area. We will see if the city has someone who creates and designs signs. Rich will look into. The state of Wisconsin will help with arrow signs.

13. Chairman's report - A list of airport repairs was passed around and it was asked for the commissioners to add to the list anything needing to be addressed. Rich passed around a daily and weekly checklist for the airport. Discussion about Commission members living inside City limits. Gary Schwartz talked to the mayor and Tom Hayden to discuss the possibility of opening up commission members who pay property taxes or lease fees at the airport be available for commission status. We want people who are interested in aviation to be involved with the airport.

14. Airport days will be canceled for 2016 due to the ramp being worked on during that time frame. We will be able to have airport day in 2017. We cannot park the TBM outside if bad weather hits, so the flea market will not be happening this year also. Discussion about putting a sign in the Labor Day parade to let people know no Airport days due to construction.

15. Aviation happenings. FAA funding and PBR2 passed and was signed by the President. Airport comments in our log in book are very positive about our terminal building.

16. Public comment - none

16. Agenda items for next meeting. How to move the garage and cost? bids for siding on old terminal building.

17. A motion was made by Joe M. and seconded by Gary Schulz to adjourn, motion passed.