

City of Merrill
Airport Commission Meeting Minutes
November 21, 2018
Merrill Airport Terminal

Members Present: Chairman Gary Schwartz, Manager Rich McCullough, Alderman Steve Osness, Gary Schulz, Joe Malsack, Lyle Banser, Cameraman Anthony Kromire

Public Present: None Present

1. Call to Order – Meeting called to order at 1900 hours by Chairman Schwartz
2. Approval of Meeting Minutes from September 19, 2018 and October 17, 2018 – September and October Minutes read and approved. Motion by Schulz; second by Osness. All ayes. Motion carried.
3. Approval of Vouchers – Motion to pay vouchers by Banser; second by Malsack. All ayes. Motion carried.
4. Runway 16/34 Project Status – FAA is short of help in the planning department and will be hiring help for projects. Hopefully, that will alleviate a backlog of projects being heldup.
5. FAA Petition for 16/34 – Chairman Schwartz reported that procedure for petition has run through the proper channels and the Board of Aeronautics (BOA) has received a copy that completes Merrill Airport’s requirements. The Board will review and issue a finding that we are in compliance for Project 16/34.
6. Fuel System Issues Update – Manager McCullough reported fuel system contractor did an inspection and ordered parts and asked to be notified when parts came in. He has been notified they are in and will be working on the system next week.

Schwartz commented that the new card readers must be able to read the chips as well as the magnetic strip; so we may want to replace the whole reader at the pump instead of fixing the existing reader. This would save the expense of doing it at a later date. McCullough reported we have not had any problems with the reader since September.

7. Manager’s Report – WPS did pull lights off and left poles.

Had a deer on Airport and a bear crossing; but since snow, have not seen tracks. Fixed a hole in fence. McCullough is working with DNR to keep Airport clear of deer.

Lights around new FBO are being fixed and put on new motion detector. Discussed replacement for halogen lights to LED on some remaining fixtures. Discussion putting a light or reflective sign with directions to FBO/Mechanics Hangar/tie downs

McCullough reported fuel prices are still dropping so he is about to buy Jet A/100 Low Lead. Schwartz reported there is some concern about fuel contaminated with DEF (which is diesel

exhaust fluid or 32.5% Ureane and 67.5% deionized water) which will freeze. McCullough is checking and sampling all incoming fuel to the Airport to assure no cross contamination of fuel.

8. Airport General Maintenance – Contractor has installed conduit and boxes and will be direct-boring the underground conduit and install the fiber optic cable.

Mechanical builders (John Doering) has formulated a plan to fix Hangar No. 1 and has accumulated the required material. After completion, will have a picture of expenses and give us a quote for remaining hangar door repairs.

Chairman's Report (not listed on Agenda) –

Chairman Schwartz reported that Park City Flight Training has been using a common access code for all students/renters, which we are changing. The new process is to issue a code to pilots that have soloed to be able to know when people enter and leave the secured portion of the airport.

Plow truck has had some rebuilding to fix damage/wear on truck snow plow. Discussed updating truck to newer truck; that the City would be replacing. Will keep in contact with City Management.

New City T Hangar was originally approved but then dropped; but will be coming back up for discussion and re-vote, after it was determined the T Hangar Project will be revenue neutral. We do have a list of future tenants for new hangar space.

Schwartz reported NTC wants to use Airport property for parking; so he had Tom Hayden (City Attorney) to write up a two-page lease for additional parking.

9. Aviation Happenings – Schulz reported FAA has passed five-year budget. More inspection and Designated Pilot Examiner (DPE)s are being allowed to do more examinations; up to three from one and one-half per day and can operate anywhere versus a more limited area. Reported Boeing Airlines 737s have had some perceived trim problem, possibly human error in understanding the system. New pilots hired in some countries are trained with skills in computer understanding, but have limited skill in flying when instrument sensors are malfunctioning.

Gary reported on a one-bladed prop which is a very efficient prop. It is covered in AOPA November Issue.

10. Public Comment – None

11. Agenda Items for Next Meeting – Discussion on NTC Parking Contract

12. Adjournment – Schulz made a motion to adjourn; second by Osness. All ayes. Motion carried.

Minutes prepared by Lyle Banser