

City of Merrill
Commission Meeting Minutes
Wednesday, March 18, 2020
Merrill Airport Terminal

Members Present: Gary Schwartz (Chairman), Lyle Banser, Joe Malsack, Rich McCullough (Airport Manager), Mike Rich (Alderman) – via phone

Public Present: Larry Wenning, Steve Krueger

1. Call to Order – Meeting called to order by Chairman Schwartz at 19:00.
2. Approval of Meeting Minutes from February 19, 2020 – Minutes read. Motion by Malsack for approval of Minutes as presented (one page was missing); second by Banser. All ayes. Motion carried. The missing page of February's Minutes will be approved at next April's meeting.
3. Approval of Vouchers – Vouchers reviewed and initialed. Motion to pay vouchers by Rich; second by Malsack. All ayes. Motion carried.
4. Runway 16/34 Project Status – Chairman Schwartz has seen some movement but is still working with entities dealing with the AWOS errors.
5. Entitlement Projects – Schwartz reported that entitlement projects are being reviewed for approval. We have done our due diligence. Working to have a specific runway coating approved. AWOS corrections are being slowed at the Bureau of Aeronautics (BOA). There is potentially a 8-10 degree error involved.
6. Young Eagles Day – Will be held June 13, weather permitting. Registration for flights will be online only. EAA will cover insurance for the event. Will be advertised on Facebook and in Foto News. There will also be a video presentation on drones to educate attendees on air space.
7. Manager's Report – Airport Manager McCullough reported we have continued brush cutting. As weather warms and the ground softens, we will discontinue. NTC is building an access road to a parcel on East end of their property. They agreed to put a gate in so we can access a portion of Airport property for brush cutting in the future. Rich got an estimate for the north side of the door on the FBO hangar. Motion by Lyle to replace door; second by Malsack.

8. Airport General Maintenance – Fuel prices are coming down so we are hoping to be able to use up existing supply by lowering the price slightly. We would then be positioned to buy a full load when prices are down.

Airport Lighting Outside – McCullough reported runway identifier lights are now working. Also, other outside LED lights are going to be changed on warranty.

Airport Lighting Inside – New Terminal. Rich reported lights in the vestibules are installed and have another ordered.

Airport Signage – Nothing new.

Fiber Optic Project – McCullough reported Airport fiber optic is installed; and we are waiting for some final connecting by PerMar to make the gates operable. City fiber optic and Airport fiber optic will be energized at the same time.

9. Chairman's Report – Schwartz reported on a document from the State that deals with drones. McCullough reported he did find a drone inside the Airport fence, which causes concern for pilots. He will post information on Airport Website regarding drone operations around Airport.
10. Aviation Happenings – Sun and Fun is canceled for this year. So far, Oshkosh is still on.
11. Public Comment – None
12. Agenda Items for Next Meeting – No new Agenda items.
13. Adjournment – Motion by Rich to adjourn; second by Malsack. All ayes. Motion carried.

Minutes prepared by Lyle Banser