

City of Merrill  
Commission Meeting Minutes  
Wednesday, April 15, 2020  
Merrill Airport Terminal

Members Present: Gary Schwartz (Chairman), Lyle Banser, Joe Malsack, Rich McCullough (Airport Manager), Mike Rick Jr. (Alderman), Gary Schulz

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 and March, 2020 – Minutes read. Motion by Banser for approval of both February and March Minutes; second by Rick. All ayes. Motion carried.
3. Approval of Vouchers – Vouchers reviewed and initialed. Motion to pay vouchers by Malsack; second by Schulz. All ayes. Motion carried.
4. Runway 16/34 Project Status – No progress. Not getting any action from Bureau of Aeronautics (BOA).
5. Discussion Entitlement Projects – Commission has held entitlements for Airport projects but have not received approval for any grant projects. We will continue to advance projects by contacting BOA Management more aggressively.
6. Discussion/Decision Electrical Infrastructure New Hangar/Sites – Service to new hangars. After discussion of Airport infrastructure, Banser made a motion to approve the extension of power to our new hangar, with a cap of \$3,000. The informal estimate was approximately \$1,500. Second by Malsack. 4 ayes, 1 nay. Motion carried.
7. Young Eagles Day Update – Malsack explained Young Eagle Day has not been canceled yet. Everyone is hoping the COVID-19 Virus threat will disappear and we continue with Young Eagles as planned. We are waiting to see if things return to normal or else we will cancel for the year.
8. Manager's Report – Airport Manager McCullough reported runway maintenance is needed ASAP. Discussed the procedure of putting down the product GEE. 88 and friction testing. We need to get on the contractor's schedule very soon for the 2020 season. McCullough reported on the Care Act which would include airports of Merrill's size. Discussion followed for possible use of the \$30,000 grant money. Schulz commented that tree trimming will need to happen on Runway 34 approach.

9. Airport General Maintenance – McCullough reported we have a deer on the field. He contacted DNR agent who will take care of the deer.

Airport Lighting Outside – Exterior lighting is waiting for warranty response.

Airport Lighting Inside – Lights for FBO great room are to be replaced when they come in.

Airport Signage – Nothing new to report.

Fiber Optic Project – Fiber optic is complete except for last segment which should be done soon. We are trying to get it completed before spring storm season so we have some additional lightning protection.

10. Chairman's Report – Schwartz reported having trouble with BOA answering his phone calls. Will continue to try to establish contact up the chain of management at the BOA so we can move runway maintenance project forward. The Commission is worried about the inaction of the BOA. Some entitlements intended for use on maintenance projects are going to be past the time limit for use and lost if we don't get action.
11. Aviation Happenings – No report.
12. Public Comment – Larry Wenning reported the rotating beacon is not effective in its current location during dusk/evening operations. Asked when the beacon will be moved to a more central location; it will be a future project.
12. Agenda Items for Next Meeting – Discussion for \$30,000 grant money. Move beacon.
13. Adjournment – Motion by Malsack to adjourn; second by Rick. All ayes. Motion carried.

Minutes prepared by Lyle Banser