

City of Merrill  
Commission Meeting Minutes  
Wednesday, December 16, 2020  
Merrill Airport Terminal

Members Present: Gary Schwartz (Chairman), Lyle Banser, Joe Malsack, Mark Weix, Jr. (Alderman), Gary Schulz (via phone), Rich McCullough (Airport Manager)

Public Present: Steve Krueger (via phone), Erin Morgan (City Cameraman)

1. Call to Order – Meeting called to order by Chairman Schwartz at 18:00.
2. Approval of Meeting Minutes from October 2020 – Motion by Weix; second by Malsack. All ayes. Motion carried.
3. Approval of Vouchers and Discussion of 2021 budgets. – Vouchers reviewed and initialed. Motion to pay vouchers by Malsack; second by Banser. All ayes. Motion carried.

Discussed 2020 Budget. Should come in under budget. Schwartz worked with Kathy Unertl to clean up the budget lines. Two examples are the car rental line dropped because we don't rent out the courtesy car; and black top crack filling line is now blacktop/runway maintenance.

4. Runway 16/34 Project Status – Schwartz has been communicating with Administrator of the Bureau of Aviation (BOA), David Green. Administrator Green will take our issue with the 16-34 runway on back to the National Association of State Aviation Administrator for consideration. Schwartz is also working with Karl Kemper of Beecher & Hoppe to proceed forward on 16/34 issue with involvement of the Airport Commission. Schulz commented that we have a training program and many operations on our original runway 16/34; and to lose the runway would be a definite safety issue. Without 16/34 available, a high velocity wind could make landing at Merrill Airport dangerous and unusable at times.
5. Discussion/Decision Airport Manager Contract – Rich McCullough has been on contract for 5 years. He will accept the new 5-year contract but because insurance costs are climbing would like a review at the 2-year mark. Banser made a motion to review McCullough's contract in December of 2022. Second by Weix. All ayes. Motion passed.
6. Discussion/Decision Fuel System Credit Card Reader – Our credit card reader is no longer supported so we are in trouble if it fails. We are pursuing the availability of State aid for the update of the card reader
7. Discussion F-84 Display and Mounting – The plane is deteriorating. We need to move it to the new FBO location. McCullough is checking on a display stand and also check with the Army Corp of Engineers for moving the plane. We have a picture of the original paint

scheme which would make it true to its history. Rich will be working with Agra for the stand.

8. Discussion T-Hangar – Project is on hold. It is approved. Next step. Redevelopment Authority (RDA) will have to release money for project. We are looking at getting estimates and approvals for Summer 2021 construction. Currently, 16 people on waiting list. Schwartz discussed the need for a written policy for tenants moving to other units, including moving to the new T-hangar. Discussed rent charged on new T-hangar.
9. Discussion/Decision Hangar Lease Tyler Hess – On hold.
10. Manager's Report – McCullough reported on deer within the fence. Fence is in need of repair, posts are heaving. Rich will be gone last week in January to a school for inspection authorization (IA). This allows Rich to sign off annual inspections. Josh and Greg will cover in his absence. Fuel farm light should be replaced by next meeting. Rich talked to the City Street Department to proceed with brush cutting while we have frozen ground with not much snow to deal with.
11. Airport General Maintenance – Lighting is still waiting on warranty decision. McCullough asked to have a budget for signage and locations and number of signs. Schulz will determine the location and writing on each sign.
12. Chairman's Report – Schwartz reported improvements on WiFi on NE side of Airport. It will be connected to the Airport fiber optic to improve signal strength further. Could allow savings (including City hangars) for everyone using WiFi to turn on engine heaters, as well as better computer access for flight planning.
13. Aviation Happenings – Schulz reported 737 Max is being put back in service. There has been a lot of development of supersonic corporate jets. Prototypes are being tested. FCC has auctioned off the frequency for 5G access, which is very close to the GPS frequency problems are a potential.
14. Public Comment – None
15. Agenda Items for Next Meeting – Brush cutting.
16. Adjournment – Motion by Malsack; second by Weix. All ayes. Motion carried. Meeting adjourned.