



CITY OF MERRILL
AIRPORT COMMISSION

AGENDA • WEDNESDAY, JULY 17, 2024

Regular Meeting

Merrill Airport Terminal

7:00 PM

I. Call to Order

II. Consider approving minutes from the previous meeting

1. June 19th Meeting Minutes

III. Approval of Vouchers - Budget Discussion

1. June vouchers

IV. General Agenda Items for Consideration

1. Discuss and consider the Runway 16/34 Project
2. Airport Taxiway Policy - Discussion
3. Discuss and consider the Airport Movie Event
4. Discuss and consider Deer Ramps
5. Discuss and consider the Building Inspector's Orders for demolishing the hangar occupied by Lyman Hatz.
6. Jet A Fuel truck sale - update/discussion
7. F-84 Monument - update
8. Airport General Maintenance - update
9. Antique Aircraft Show 2025/2026 - discussion

V. Chairman's Report

1. Master Plan
2. Economic Impact Study Jviation
3. Maintenance Hangar
4. RRL Fuels P&L
5. Telephone Service
6. Garage Maintenance
7. Governance Policy

VI. Aviation Happenings

VII. Public Comment

VIII. Agenda Items for Next Meeting - Wednesday, August 21 at 7:00 PM

IX. Adjournment

The Merrill Airport is accessible to the physically disadvantaged. If special accommodations are needed, please contact the Merrill Airport at 715-536-2024.

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, JUNE 19, 2024 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 7:00 PM**

- I. **Call to Order** Gary Schwartz called the meeting to order at 7:00 pm.
Present: Schulz, Malsack, Schwartz, Alderperson Weix Jr.
Public present; Rich McCullough (Airport Manager), Larry Wenning, Alderperson Bob Lass, Kraig Hanig
- II. **Consider approving minutes from the previous meeting**
 1. **Approve the minutes from the May 15th meeting.** - Malsack motioned to approve. Alderperson Weix Jr. seconded and the motion passed.
- III. **Approval of Vouchers**
 1. **Discuss and consider the May vouchers and the budget.** - Malsack motioned to approve. Alderperson Weix Jr. seconded and the motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Status on Runway 16/34 Project - update** - In 2012 the project was started and land was purchased to expand the runway. Now the FAA is looking at 500 operations per year on this runway to justify a need as long as it was in the previous master plan. The FBO is currently recording operations to help our case.
 2. **Discuss and consider the Airport Taxiway Policy** - About 1 year ago, discussion was started to reduce vehicle traffic on runways/taxiways. Gary passed a proposed formal policy for Merrill Airport. Discussion followed and edited for final review. An exception point on Taxiway Bravo between the north and south aprons and the FBO building to transition to and from these points. Commission members all agreed we should continue with the policy and mail all tenants on the field. Motion by Mark W to approve, second by Joe M, and the motion passed.
 3. **Update on the Jet-A fuel truck** - Rich discussed with someone about the truck. They are looking for a truck ready to go.
 4. **Discuss and consider the Airport Movie Event.** - We are interested in the event. Joe will work on setting a date, possibly in August. The consensus from the commission is to continue.
 5. **Update on the F-84 Monument.** - The representative will be coming out to inspect and see if funding will be available for repairs needed or donated to a training facility.
 6. **Discussion and update on Airport General Maintenance.** - Kraig is working with VanErt on REIL lighting. The specialist is out temporarily and the taxi

lights have been fixed. One deer is on the field currently. Discuss building mounds for deer to jump back over to outside the fence. Kraig will investigate and come back next month.

V. Chairman's Report

- 1. Update and discussion on the Master Plan** - Karl Kemper printed the airport layout, adding extensions to both runways and replacing non-FAA current markings. This is a proposed draft. BOA approved the Master Plan data and sent it to the FAA. We have not heard back yet if the FAA has accepted our data.
- 2. Update and discussion on the Economic Impact Study Aviation** - Not completed; no update.
- 3. Update and discussion on the Maintenance Hangar** - The cost of the Hangar will roughly be 2.8 million. We can get 90% from BLI and Entitlement grant money. The City's cost will be 10%. We will not get concrete in the ground this year. Most likely next year.
- 4. Update and discussion on RRL fuels P&L** - No report.
- 5. Update and discussion on telephone service** - Rich is working on this item.
- 6. Update and discussion on garage maintenance.** - Waiting for money from the sale of rock to pay for maintenance and shingle on the garage so we can match the shingles on the house.
- 7. Update and discussion on the Governance Policy.** - This will describe how the commission members operate and work as a team. This will include airport standards on how businesses operate at the airport. We are working to build the airport into an economic engine for the Merrill Community.

VI. Aviation Happenings - Discussion and Update Southwest Airlines is having problems with a few flights. Boeing had counterfeit materials they were working on. We lost two antique Lockheed Electra aircraft in 2 days in the US.

VII. Public Comment We are the finish line for the Air Cup Race on July 21, 2024.

VIII. Agenda Items for Next Meeting - Discuss possible items for the next meeting Discussion on possibly having an antique fly-in for 2025/2026, display only.

IX. Adjournment Malsack motioned to adjourn. Alderperson Weix Jr. seconded and the motion passed.

Minutes prepared by Joe Malsack and published by City Clerk Anderson-Malm