

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, DECEMBER 18, 2024 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 6:00 PM**

- I. **Call to Order** The meeting was called to order at 6:00 pm.
Present and voting: Banser, Malsack, Schulz, Alderperson Weix Jr.
Excused: Gary Schwartz
Present: Larry Wenning, Steve Krueger, Rich McCullough (Airport Manager)
- II. **Consider approving minutes from the previous meeting**
 1. **Minutes from the November 20th meeting** - Alderperson Weix Jr. motioned to place minutes on file. Banser seconded and the motion passed.
- III. **Approval of Vouchers - Budget Discussion**
 1. **November Revenue/Expense report** - Banser motioned to approve. Alderperson Weix Jr. seconded and the motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - No update
 2. **Discussion - refund to Dale Kanitz for over payment on T-hangar** - The city is looking at refunding overpayments and verifying the number of occurrences.
 3. **Jet A Fule Truck Repair/Sale - discussion/update** - Integrity Sales and Auction will take the truck for auction with a possible amount generated of \$10,000 to \$15,000.
 4. **Discussion - Airport General Maintenance** -
 - a. **Lightning damages - update** - We are waiting on VanErt for a quote on repairs. The gate software is in and will be installed to correct the west gate. The fuel system is finished and working. AWOS bill is all covered by BOA.
 - b. **Status of deer ramps** - The city will come out once they have time and with weather permitting.
- V. **Chairman's Report**
 1. **Master Plan - update** - The plan is still on hold by the FAA. Gary Schwartz has continued contacting BOA on this issue.
 2. **Economic Impact Study Jviation - update** - The study is still held up in the Governor's Public Affairs Office.
 3. **Maintenance Hangar - update** - We are now in the 90% plan phase of the project. The following are some adjustments:
 - a. We found we could lower the roof four feet without affecting the usefulness

of the building.

b. They moved the hydraulic hangar door controls for better access by FBO staff.

c. Gutters and roof rakes were added to the east side of the roof to control water, ice, and snow coming off of the roof near the taxiway.

d. The FBO office space has been expanded from 10x10 to 12x12 per Rich's request

e. The mezzanine railing system will be built with a removable section to accommodate forklift access.

f. Two of the five high windows have been eliminated.

g. Two large box fans have been added to the ceiling to keep the heat pushed down.

We are currently on track to accommodate a February bid opening, barring approval from the BOA and the State Inspection Office.

4. RRL Fuels P&L - Gary Schwartz will work with the city on the accounting.

5. Telephone service - update - No update.

6. Garage maintenance - No update.

VI. Aviation Happenings The FAA administrator is leaving and will be missed. Boeing is back in production of the 737. Lots of drone concerns nationwide.

VII. Public Comment Mike Huth - County Zoning Permit Department. The garage will be built east of the rotating beacon. We do not think this will interfere with flight operations.

VIII. Agenda Items for Next Meeting Trees growing through the fence. Northeast door replacement on old maintenance building.

IX. Date and Time of Next Meeting - Wednesday, January 15th at 6:00 pm

X. Adjournment Alderperson Weix motioned to adjourn. Baner seconded and the motion passed.

Minutes prepared by J. Malsack and published by City Clerk Anderson-Malm

Minutes are in draft form until approved at the next scheduled meeting.