



CITY OF MERRILL

AIRPORT COMMISSION

AGENDA • WEDNESDAY, MARCH 19, 2025

Regular Meeting

Merrill Airport Terminal

6:00 PM

- I. Call to Order**
- II. Consider approving minutes from the previous meeting**
 1. February 19th meeting minutes
- III. Approval of Vouchers - Budget Discussion**
- IV. General Agenda Items for Consideration**
 1. Discussion - Runway 16/34 Project
 2. Maintenance Hangar Status
 3. Jet A Fuel Truck Sale/Delivery Status
 4. Update - F-84 Monument
 5. Discussion and consideration regarding Movies at the Airport
 6. Airport General Maintenance - Discussion
 - a. Lightning damages - update
 - b. Status of Deer Ramps
 - c. Update on trees going through the security fence
 - d. Maintenance hangar pass-thru door replacement
 - e. Status of the Flag Pole
- V. Chairman's Report**
 1. Master Plan
 2. Economic Impact Study Aviation
 3. Maintenance Hangar
 4. RRL Fuels P&L
 5. Telephone Service
 6. Garage Maintenance
- VI. Aviation Happenings**
- VII. Public Comment**
- VIII. Agenda Items for Next Meeting**
- IX. Date and Time of Next Meeting - Wednesday, April 16th at 6:00 pm**

X. 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, FEBRUARY 19, 2025 MINUTES
REGULAR MEETING - REVISED AGENDA MERRILL AIRPORT
TERMINAL 6:00 PM**

- I. Call to Order** Gary Schwartz called the meeting to order at 6:00 pm
Present: Lyle Banser, Joe Malsack, Gary Schulz (remote), Gary Schwartz, D7 Alderperson Mark Weix Jr.
Present Not Voting: Steve Krueger, Rich McCullough - Airport Manager, Luke Lazare, Lary Wenning, Kraig Hanig, Ed Livingston
- II. Consider approving minutes from the previous meeting**
 - 1. January minutes will be approved at the March meeting.** - The minutes were provided at the meeting. Correction on spelling of Mark's last name. Lyle Banser motioned to approve. Alderperson Weix seconded and the motion passed.
- III. Approval of Vouchers**
 - 1. January and February vouchers will be approved at the March meeting.**
- Vouchers were provided at the meeting. Reviewed and signed vouchers to get paid. Joe Malsack motioned to approve. Seconded by Mark Weix. Motion passed. The December or January revenue/expense report was not provided.
- IV. General Agenda Items for Consideration**
 - 1. Discussion - Runway 16/34 Project** - Gary sent a letter to Gary Wilson at the FAA ADO in Chicago.
 - 2. Maintenance Hangar Status** - A Pre-bid meeting was held. Three contractors were in person, and 8 people were online. The bid opening will be on March 6th (hopeful for spring groundbreaking). The land drops 2-3 ft on the back side of the hangar. May have to install a stone wall for taxiway clearance.
 - 3. Jet A Fuel Truck Sale - update/discussion** - Rich has sold the fuel truck and has received the money. Waiting on transportation to arrive and pick the truck up which is going to an airport in Texas.
 - 4. Update on the F-84 Monument** - Rich has been working with Fort McCoy on paperwork to return the aircraft.
 - 5. Discussion and consideration regarding Movies at the Airport** - Working with Dylan to have 3 movies for Merrill, 2 at Normal Park and 1 at the Airport. Aug 1st on the ramp. Movie will be Top Gun Maverick. Cost of movie is \$385.00. Start between 8:30 and 9:00 pm. Face painting and popcorn, static aircraft on display. Bathrooms need to be discussed, and possibly opening up

terminal for display. Notam for people on ramp. Power box from vault will need to be installed.

6. **Discussion - Airport General Maintenance** - Snow Blower: Cannot get parts for. We will need to get a new one. Under \$500.00 Rich just purchase. Little red plow truck has been at the city garage for intermittent plow concern. Big plow truck will need 1 front tire and minor maintenance.
 - a. **Update- lightening damages** - West gate still having problems with programming. Company coming back tomorrow for a teleconference to correct the issue.
 - b. **Update and status - Deer Ramps** - Waiting on city when they have time and weather permits.
7. **Consider a land lease for a 100' x 100' hangar.** - Integrity Sales & Auction wants to build an 80x120 hangar for a Citation jet: After discussion it was agreed to build on one of the big sights. He will provide a non-refundable \$500 deposit with the city to hold the spot for 1 year. Motion by Lyle Banser to approve. Alderperson Weix seconded; motion passed.

V. **Chairman's Report**

1. **Master Plan** - Still on hold by FAA. Gary Schwartz has continued contacting BOA on this issue.
2. **Economic Impact Study Jviation** - Still held up in the DOT's Public affairs office at Madison, which may have to be redone to state standards.
3. **Maintenance Hangar** - Discussed above.
4. **RRL Fuels P&L** - Gary Schwartz is working on.
5. **Telephone Service** - No update.
6. **Garage Maintenance** - No update.

VI. **Aviation Happenings** Recent aviation accidents happening. FAA has been operating on the same budget for 27 quarters. Many people have retired from the FAA. New hires may not be up to speed. Controller shortage. ADS-B usage when a pilot was charged using the data. Pilots bill of rights allowed the judge to throw out the case. Electric engine developed in Europe to fly a 19-passenger commuter.

VII. **Public Comment** Aviation safety meeting Monday Feb 24, at the Merrill Terminal.

VIII. **Agenda Items for Next Meeting** Trees growing thru fence. NE door replacement on old maintenance building, flagpole.

IX. **Date and Time of Next Meeting - Wednesday, March 19th at 6:00 pm**

X. **Adjournment** Joe Malsack motioned to adjourn, Lyle Banser seconded, motion passed.

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

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