

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, MARCH 19, 2025 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 6:00 PM**

- I. **Call to Order** Chair Gary Schwartz called the meeting to order at 6:00 pm
Present: Banser, Malsack, Schulz (remote), D7 Alderperson Weix Jr.
Public Present: Rich McCullough (Airport Manager), Luke Lazare, Larry Wenning, Kraig Hanig
- II. **Consider approving minutes from the previous meeting**
 1. **February 19th meeting minutes** - (D7 Alderperson Weix Jr./Banser) motion passed.
- III. **Approval of Vouchers - Budget Discussion** (Banser/Schulz) motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion - Runway 16/34 Project** - No report - Gary has not heard from Gary Wilson from the FAA ADO Chicago.
 2. **Maintenance Hangar Status** - Bids came in higher than expected. \$300,000 plus. Tariffs, 275-day window on bid, rising fuel pricing possibly caused this. BOA has come back with an offer of \$800,000 with no fee or take back. Only catch is the money has to be spent by August 1. May construction is possible. Gary Schwartz will work with the Mayor to get all the paperwork completed to allow the generous offer of help to go thru.
 3. **Jet A Fuel Truck Sale/Delivery Status** - Truck sold and picked up.
 4. **Update - F-84 Monument** - No report.
 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 \$395.00. Open gates at 6 pm, start movie between 8:30 and 9:00 pm. Jody is doing fund raiser for Humane Society selling drinks, hamburgers, hotdogs. Popcorn for sale with Gus, static aircraft on display. Bathroom porta potties discussed. Possible 200 people due to 2nd year, but could be more. Need to be discussed, and possibly opening up terminal for display. Notam for people on ramp that evening. Power box from vault will need to be installed, Rich is working with Todd Nienow. Will need volunteers 1 by airplanes, 1 in terminal building to monitor building. Possibly 2-3 more for crowd control.
 6. **Airport General Maintenance - Discussion** -
 - a. **Lightning damages - update** - West gate still having problems with programming. Company still having problems with gate, still not working. Van Ert waiting on weather to start this spring. Rich trying to lock in a start date.

- b. **Status of Deer Ramps** - Waiting on city when they have time and weather permits. North fence heaved up 2-3 feet, this is where the deer are coming in.
- c. **Update on trees going through the security fence** - Dustin will look at when working on deer ramps.
- d. **Maintenance hangar pass-thru door replacement** - Putting 1 handed emergency exit operation on door for safety concerns. Door will not be replaced.
- e. **Status of the Flag Pole** - Quotes of \$1800 - \$2000 for a 24-foot pole and will stand up in high winds. How deep do we have to go for the base? Rich will investigate to see if we can use city equipment to set up base. Just looking at 1 pole at new terminal and ground-based lights for ease of maintenance.

V. **Chairman's Report**

- 1. **Master Plan** - No report.
- 2. **Economic Impact Study Aviation** - Still held up in DOT's Public affairs office at Madison. Sounds like they 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 report.
- 6. **Garage Maintenance** - The rocks by the old F84 location need to be removed and grass planted. Kraig will work with the city garage to complete.

VI. Aviation Happenings Some employees back working in critical positions in Government. Cut backs will have some effects on aviation. Some maintenance issues causing accidents in general aviation.

VII. Public Comment Kraig stated one tractor tire on front keeps leaking, and will need replacement. It has a weak spot on inside of the tire where several plugs are installed and pull out at times. City garage has found a new one for \$2000. Plus, installation.

VIII. Agenda Items for Next Meeting Tractor front tire keeps leaking; replacement needed

IX. Date and Time of Next Meeting - Wednesday, April 16th at 6:00 pm

X. Adjournment (Malsack/Banser) motion passed.

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

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