

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, JUNE 18, 2025 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 7:00 PM**

- I. **Call to Order** Gary Schwartz called the meeting to order at 6:00 pm.
Present: Lyle Banser, Joe Malsack, Gary Schulz, Gary Schwartz, D7 Alderperson Weix Jr.
Present Not Voting: Rich McCollough (Airport Manager), Larry Wenning, Steve Krueger
- II. **Consider approving minutes from the previous meeting**
 1. **May 21st meeting minutes.** - (Malsack/D7 Alderperson Weix Jr.)
motion/second approve. The motion passed.
- III. **Approval of Vouchers**
 1. **May Revenue/Expense Report** - (D7 Alderperson Weix Jr./ Banser)
motion/second approve. The motion passed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - No new reports. Still waiting on letters sent out in the prior month. Tom Tiffany will try to talk to Sean Duffy.
 2. **Maintenance Hangar Status - discussion** - BOA is working with the other airports to release the funds they cannot use. BOA has not released the contract yet. Karl is working with the contractor to get all the paperwork ready so we can use the money prior to August deadline. We need to start construction by July 12 in order to spend the money from BOA.
 3. **Discuss and consider the T-Hangar Damage** - Rich stated wind turbines on top damaged from storms and are not holding up. They may have to cap off to seal up. Rich has a company coming to look at the SRE building and T-Hangar doors that need minor repairs. Some cables are starting to fray and will need replacement. Power washing T- Hangars due to mold growing on the bottoms of doors, Rich will see if he can get a quote for the next meeting. Joe made a motion to allow Rich to get the T-Hangar, SRE, and maintenance hangars repaired. Mark seconded. Motion passed. Power washing T-Hangars will be discussed next month to review quotes.
 4. **Discuss and consider a land rental for agricultural use** - They are looking at clearing 10 acres on north side of 7/25. Discussion followed on costs to clear land. Mark made a motion for not charging rent on the 10 acres for 5 years. Gary Schulz seconded, motion passed.
 5. **Discussion on the sale of the current FBO Hangar** - With the new maintenance hangar soon to be under construction. Discussion on finding another business to lease the building or sell the building. Questions on the costs of moving the city-owned computer/security system. The money from

the sale of the current hangar will help pay for the new maintenance hangar. The city will have the final approval to sell or lease the current hangar.

6. **Update F-84 Monument** - Rich was contacted when they would be coming to inspect and get things moving.
7. **Discuss and consider - Movies at the Airport** - Moving forward with everything. Rain location at Les and Jim's. We just need help during the event and power is installed on the outside of the vault. Todd Nienow will have power on the outside and a box to supply power away from the building. He will donate the use for the night. Foto News did write an article about the movies.
8. **Airport General Maintenance - discussion and consideration -**
 - a. **Lightning damages - update** - Rich stated the AWOS is transmitting and can be reached by phone, no uplink for internet. Waiting on parts. In the Light electric trying to get all new parts for the west gate thru the insurance.
 - b. **Status of deer ramps** - One ramp was built on the north side. Off the end of 7 on high ground due to wet ground. Rich would like a second on the south side. We will have to wait for the weather and ground to dry up to get to the fence.
 - c. **Trees growing through security fence - update** - Rich stated he and Josh will work on when the weather cools off this fall.
 - d. **Maintenance hangar pass-through door - update** - No report.
 - e. **Flag pole - status** - Dustin checking if we could repurpose the light pole. They have some lying there. Rich will look at the Marc that they built and are currently using one. He will report back for the next meeting.

V. Chairman's Report

1. **Master Plan update** - The FAA is sitting on a forecast plan for 17 months. Without this approval, we cannot get the ALP approved.
2. **Economic Impact Study BOA** - No news, no one will talk. Remove from agenda.
3. **RRL Fuels P&L** - Gary Schwartz is working on.
4. **Telephone Service - update** - No report.
5. **Garage Maintenance** - Still trying to get money owed for the rock used. Gary talked to Rod and wanted the garage exterior to match the house.

VI. **Aviation Happenings** 787 crash in India, possible dual engine failure on takeoff. Some other accidents have occurred and occupants survived.

VII. **Public Comment** Merrill is the finish line for the Air Cup Race for EAA, July 20. Keypad in terminal to go onto ramp not working at times. Hamburger night

June 11 at Merrill had a great turnout. Man hole covers on ramp sticking up. Looks like the black top is sinking around the covers. Rich will check with Dustin and possible repair. Small snow plow truck is due to be replaced. Rich stated the Jet A level was at 2100 gallons with 1000 usable and will get a full load. 100 LL at 7000 gallons, and ok for the summer.

VIII. Agenda Items/Date Time of Next Meeting: Wednesday, July 16th at 7:00 pm

IX. Adjournment (Malsack/D7 Alderperson Weix Jr.) motion/second adjourn. The 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.