

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, NOVEMBER 26, 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: Joe Malsack, Gary Schulz (remote), Gary Schwartz
Present Not Voting: Rich McCullough (Airport Manager), Larry Wenning
Excused: Lyle Banser, D7 Alderperson Mark Weix Jr.
- II. **Consider approving minutes from the previous meeting**
 1. **November 4th meeting minutes** - (Schulz/Malsack) motion/second to approve. The motion passed.
- III. **Approval of Vouchers - Budget Discussion**
 1. **October Revenue and Expense report** - (Schulz/Malsack) motion/second to approve the vouchers. The motion passed. The financial reports were reviewed and discussed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - Gary Schwartz has been in contact with Brenda at BOA and the ALP process has started. This is the last step to get the runway going. 2028 to 2029 possible construction.
 2. **Maintenance Hangar Status - discussion** - Plans have been approved by the State of Wisconsin and the contractor will try to get the frost wall in before the end of the year. In February, steel will be here to install and finish the floor in April.
 3. **Follow-up on T Hangar damage** - Herbies Hangar Doors will be back in spring to finish door work. Merrill Sheet Metal is putting a quote together on roof vents.
 4. **Current FBO hangar update** - No report.
 5. **Follow-up on vehicle needs; trucks, utility-type vehicle.** - A new small plow truck will be needed for next year and the city has a single-axle big truck coming out of service next year to replace ours, hopefully before winter.
 6. **F-84 Monument update** - Rich has been in contact with Mark from the USAF and sent out a packet to send the aircraft back. We may be responsible for costs returning.
 7. **Discussion/Decision on Airport General Maintenance** -
 - a. **Lightning damage update** - Waiting for gate repair. We paid a \$31,800 deposit to order the gate. We want the old gate for parts when removed. Hoping it will be installed before winter is over.

- b. **Status of deer ramps** - The city was here last week and brought some barriers and a few loads of dirt to build up. Rich has not inspected but will get out and take some pictures.
- c. **Trees growing through security fence update** - Joe Malsack has been working on cleaning up. Showed progress on a map. We have 3 big trees. We will need a chain saw to cut down. Rich will contact Dustin to see how much brush cutting we can do this year. Rich also received letters on trees approaching intrusion on 34. Rich will get a map and find which trees need to be trimmed. Some might be on private property.
- d. **Status of flag pole** - Waiting on the city to begin installation.

V. Chairman's Report No report.

VI. Aviation Happenings Outcome from LD11 on engine mount fracture. Debris going into the center engine causing loss of 2 engines on a 3-engine aircraft. Loaded heavy and 1 engine not enough to keep flying. Not enough runway to stop the aircraft so they were committed to take off.

VII. Public Comment

VIII. Agenda Items for Next Meeting 16/34 will need crack sealing for next year to extend life to 2028. Fuel profit and loss statement to be corrected. Airport standards (policy and operations). Community events at the Airport. Look over the budget for next year.

IX. Date and Time of Next Meeting - Wednesday, December 17th at 6:00 pm

X. Adjournment (Malsack/Schulz) motion/second to 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.