

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, JANUARY 21, 2026 MINUTES
REGULAR MEETING 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, Gary Schwartz, D7 Alderperson Mark Weix Jr.
Present Not Voting: Rich McCullough (Airport Manager), Steve Krueger
- II. **Consider approving minutes from the previous meeting**
 1. **Approve the minutes from the December 17, 2025, meeting.**
- (Malsack/Banser) motion/second to place minutes on file. The motion passed.
- III. **Approval of Vouchers - Year-End Budget Discussion**
 1. **Consider the vouchers and reports.** - (Banser/Schulz) motion/second to approve. The motion passed. The financial reports were presented and discussed. There was a question
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - Officially starting plans for reconstruction in 2026 once the ALP is done, possibly this spring. ALP cost will be approximately \$101,000. 50% of the cost will come from BOA and the other 50% will come from our entitlement money for this year. We will then be able to get back 45% of the ALP contract to put towards the runway project once started. Becker/Hoppe has been approved to do the ALP. Gary hopes to get everything signed by mid-February.
 2. **Maintenance Hangar Status - discussion** - The contractor has the footing base and footing walls of concrete done and is ready for the steel frame to start being installed. All concrete surpassed strength requirements. They will not work below 15 degrees. Plans for Rich to move possibly in May.
 3. **Follow-up on T Hangar Damage** - Vents were found and will be ordered closer to spring. Light bulbs for the inside of hangars have been purchased. Rich states he will have to pull out the aircraft to get the bucket truck in to replace bulbs. The Hangar 5 switch is giving us trouble, and we will have to replace the box to fix it. Pressure wash to remove mold from the building will be scheduled for spring.
 4. **Update on Current FBO Maintenance Hangar** - We will get an appraisal set up to verify the value of the building.
 5. **Airport Standards (policy and operations)** - Gary has been updating and is still working on the standards.
 6. **Update F-84 Monument** - Mayor Hass signed the yearly renewal for the aircraft.

7. Discussion/Decision - Airport General Maintenance -

- a. Lightning Damages Update** - Waiting for gate repair. Per the contractor, the gate was 8-10 weeks out when ordered. We are currently at 8 weeks. We should have more information by the next meeting. Possibly installed and working?
- b. Status of Deer Ramps** - Steve stated the top of the ramp seemed to be too far from the fence for the deer to jump out. He looked at it when snowmobiling. Rich will contact Dustin and follow up.
- c. Trees Growing through Security Fence - update** - No report; too cold to work.
- d. Status of Flag Pole** - Waiting on the city for installation to begin.

V. Chairman's Report

- 1. Fuel Budget (27)** - Gary is working on a spreadsheet for profit and loss for the sales of 100LL and Jet A fuels.
- 2. What is the airport going to be when it grows up - Discussion/Decision - GOALS 2026** - What is RRL going to be when it grows up – discussion:
Unleaded fuel is coming by 2030. Gary passed out a sheet with these topics:
Should each Commission member other than our Council liaison be a pilot or have specific aviation expertise?
Should they be required to live in the City of Merrill, or just Lincoln County?
Update of the Merrill Municipal Airport FAA Standards established in 1995. Gary is updating these standards for Commission approval.
Record current airport policies, and consider new policies.
Consider enforcement of our current hangar policy – each hangar at RRL must contain at least one currently registered and operable airplane.
Consider future Commission positions, and or ex-official positions;

- 1. Vice Chair
- 2. Airport Public Event Coordinator
- 3. Aviation Safety Coordinator
- 4. RRL turf runway oversight. (RAF turf runway)
- 5. Website Coordinator (standalone creation/maintenance)
- 6. RRL Influencer

Fuel P&L creation and maintenance.

Terminal/fuel system telephone lines shut down. One turned off, working on the other.

Terminal area lights out of the fuel budget.

How might we get funding assistance from Lincoln County?

Runway 16/34 replacement project officially started in 2026.

- 1. Verify airspace Avigation restrictions RRL.

2. Work with City to establish Avigation land protection for future airport needs in approaches (IFR), Extension of 25, and possible land purchases.

Start plan for new SRE building, FAA funded.

Plan/build eight-unit T-hangar.

Name change to Merrill Regional Airport.

Community Events at the airport.

3. Community Events at the Airport - Discussion -

VI. Aviation Happenings Recent aviation accidents. Unleaded fuel is a new player in the field.

VII. Public Comment None.

VIII. Agenda Items for Next Meeting Cory Krasselt leasing T-hangar number 9,
a. Window cleaning supplies and carpet cleaning supplies.

IX. Date and Time of Next Meeting - Wednesday, February 18th at 6:00 pm

X. Adjournment (Schulz/Banser) 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.