

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, APRIL 15, 2026 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 6:00 PM**

- I. **Call to Order** Joe Malsack called the meeting to order at 6:00 PM
Present: Lyle Banser, Joe Malsack, Gary Schulz, D7 Alderperson Weix Jr.
Present Not Voting: Rich McCullough (Airport Manager), Steve Krueger, Bev Schulz, Larry Wenning
Excused: Gary Schwartz
- II. **Consider approving minutes from the previous meeting**
 1. **Approve minutes from the March 18th meeting.** - (Banser/D7 Alderperson Weix Jr.) motion/second to place minutes on file. The motion passed.
- III. **Approval of Vouchers - Year-Budget Discussion**
 1. **Discuss and approve the vouchers.** - Reviewed and signed vouchers to get paid. Lyle Banser made a motion to pay vouchers. Seconded by Mark Weix. Motion passed. Reviewed financial reports and discussed.
- IV. **General Agenda Items for Consideration**
 1. **Discussion Runway 16/34 Project** - Becker/Hoppe should have all the paperwork done by the end of April.
 2. **Maintenance Hangar Status - discussion** - Estimating completion date June 13th, 2026.
 3. **Follow-up on T Hangar Damage** - Waiting on spring for work to be done. Vent covers measured and Rich ordered.
 4. **Update on Current FBO Maintenance Hangar - discussion/decision** - Preparing an RFP, and an ad to be placed in Midwest Flyer. Discussion was also brought up about leasing the building for long term revenue.
 5. **Airport Standards (policy and operations) - discussion** - Gary has been updating and is still working on.
 6. **Update - F-84 Monument** - No update.
 7. **DiscussionDecision - Airport General Maintenance**
 - a. **Status of Deer Ramps**
 - b. **Trees growing through security fence - update**
 - c. **Status of Flag Pole -**

Joe is working on: Repaired fuel door handle on 100LL cabinet, replaced ground reel on 100LL cabinet. Put shelving up in SRE building for parts, (lights, tractor, lawn mower) so it is easier to find and check inventory. Joe supplied wood for the 4x8 shelves. Purchased 2 5ft shelves. Pulled out old

Reil lights for Gary Schulz to list on Barnstormers to try to sell the 3 working units.

Joe has been in contact with Dustin on possibly crack sealing 16/34. Lightning damage to AWOS and PAPI lights on 07. DBT was out and some of the AWOS is working. It will need more parts or replacements. The circuit board on PAPI 07 all black and shorted out. Insurance claim started.

- a. The City will come out when they have time and weather permitting. Currently, there are deer inside the fence.
- b. Trees on the fence were cut on the north side of the fence. Very thick and moving slowly.
- c. Waiting on the City for installation in the spring. Joe has been in contact with Dustin on getting a tube to set the base in.

8. **Consider enforcement of our current hangar policy - each hangar at RRL must contain at least one currently registered and operable airplane.**
 - Gary Schwartz has learned that another hangar is being used for storage and does not have a registered/owned aircraft in it. The intention is to ask the city to write a letter to the two leaseholders (hangar of ground lease).

V. Chairman's Report No report.

VI. Airport Department Managers Reports

1. **a. Event Coordinator - Joe Malsack**
b. Aviation Safety Officer - ASO - Steve Krueger
c. Turf Runway, Support, and Operations - RAF Type functions - Lyle Banser
d. RRL Website - Tom O'Neal -
 1. Event Coordinator — Joe Malsack. I have been in contact with AVC and working with them to get the wording correct and set up a viewing area on the west side of the airport near the new terminal building.
 2. ASO – Aviation Safety Officer – Steve Krueger. Did hold two safety seminars at the Terminal building in March, two in April, and one in May 4th at 6 pm with Jurg Grossenbacher from the FAA.
 3. RAF type functions – turf runway, support and ops – Lyle Banser: He has been in contact with the Wisconsin representative and will have a meeting at Merrill chamber at 10 am to look over. Bike availability was discussed, along with a campsite and possible bunkhouse. List of things to do after landing in Merrill. 4 bikes ultimate goal. Members of the commission and friends will donate these bikes. Rich is working with Levi at BOA to get added to our runway layout.
 4. RRL Website – Tom O'Neal has been working on.

VII. Aviation Happenings Gary Schulz ask when was the 1st pressurized aircraft flown? 1921.

VIII. Public Comment None.

IX. Agenda Items for Next Meeting Bathrooms on east side. Sealer on blacktop where water drips off t-hangars. Pitting blacktop.

X. Date and Time of Next Meeting - Wednesday, May 20th at 6:00 pm.

XI. Adjournment

Lyle Banser made a motion to adjourn, Gary Schulz seconded, 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.