

**CITY OF MERRILL
AIRPORT COMMISSION
WEDNESDAY, JUNE 17, 2026 MINUTES
REGULAR MEETING MERRILL AIRPORT TERMINAL 7:00 PM**

- I. Commission Expectations - To ensure a productive meeting, please arrive on time and prepared, engage respectfully by listening and sharing airtime. This meeting is a formal event and professional conduct is the expectation of all in attendance.**
- II. Call to Order** Gary Schwartz called the meeting to order at 7:00 pm
Present: Lyle Banser, Joe Malsack (remote), Gary Schulz, Gary Schwartz
Present Not Voting: Rich McCullough (Airport Manager), Larry Wenning
Excused: D7 Alderperson Mark Weix Jr.
- III. Consider approving minutes from the previous meeting**
 - 1. Minutes from the May 20th meeting.** - (Banser/Malsack) motion/second to approve. The motion passed.
- IV. Approval of Vouchers**
 - 1. Consider the vouchers and reports.** - (Banser/Schulz) motion/second to approve. The finance reports were reviewed and discussed. The motion passed.
- V. General Agenda Items for Consideration**
 - 1. Discussion Runway 16/34 Project** - Gary to meet with BOA staff on June 30th. The purpose is the 16/34 project. Any money spent prior to September 1st is 2.5% money instead of 5% city share.
 - 2. Maintenance Hangar Project Status - Open** - The estimated completion date is now the end of July 2026. Gary talked to the contractors they will help to get radio antennas and cameras installed on the roof of the new building. Rich did receive a free antenna from the FAA for ADS-B reception at RRL. We will need to install it at the same time. August 14 at 3:30 ribbon cutting with Congressman Tom Tiffany, Chamber of Commerce, Mayor Steve Hass, and City Administrator Rod Akey.
 - 3. Discussion/Decision to power wash the T-Hangar** - Lyle Banser made a motion to power wash T-hangars to get mold and moss off. Joe Malsack seconded. Motion passed. Rich will be giving up his T hangar at the end of July.
 - 4. Update on current FBO Maintenance Hangar** - Preparing an RFP, and an ad to be placed in Midwest Flyer for 3 months. Asking price of \$270,000.
 - 5. Airport Standards (policy and operations)** - Gary has been updating and is working on.

6. **Update - F-84 Monument** - Rich sent an email regarding returning the aircraft. No response back as of this time.
7. **Discussion/Decision - Airport General Maintenance - Joe -**
 - a. **General Maintenance on the field** - Joe reported cutting grass and working on trees in fence, weather permitting. Trees are growing into the approaches. The city has been notified by the FAA that our LPVs are not available for IFR approaches to 7/25. City Administrator Akey has arranged for trees to be removed. It will take forty-five days after tree removal to get LPVs back online.
 - b. **Status of deer ramps and deer ingress to the field** - No report.
 - c. **Trees growing through the security fence - update** - Trees on the fence cut on Airport Road, not all the way done yet.
 - d. **Status of Flag Pole** - The base was installed. Joe will install the pole.
 - e. **Black top sealing at the T-Hangar** - Did not start.
8. **Airport Manager/FBO Lease - signing** - Joe has to go downtown to sign.

VI. Chairman's Report

1. **16/34 potential time frame** - Meeting on June 30th.
2. **Maintenance Hangar apron heated** - Going to be installed soon.
3. **Approches to 7/25** -

VII. Airport Department Manager Reports

1. **Event Coordinator - Joe Malsack** - Getting ready for Air Venture cup race.
2. **ASO - Aviation Safety Officer - Steve Krueger** - No report.
3. **Turf Runway, Support, and Ops - RAF type functions - Lyle Banser and Larry Wenning** - New markers can be seen. Joe sprayed for weeds to keep clean.
4. **RRL Website - Tom O'Neal** - Tom has been working on it. No report.

VIII. Aviation Happenings Air Cam aircraft flew in. Rich talked to the pilot. He lives in Three Lakes for the summers. Fuel replacement for 2030 of 100LL. Rich has Payton starting with an apprentice program through high school.

IX. Public Comment None.

X. Date and Time of Next Meeting - Wednesday, July 15th at 7:00 pm.

XI. Adjournment (Banser/Malsack) motion/second to adjourn. The motion passed.

Minutes recorded by Lyle Banser, prepared by Joe Malsack, and published by City Clerk Anderson-Malm.

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