

MENOMONIE AIRPORT COMMISSION

Wednesday
June 18, 2025

6:00 PM



A G E N D A

City Council Chambers, City Hall (800 Wilson Avenue)

Regular Meeting

1. Roll Call.
2. Public Comments.
3. Review Minutes from May 21, 2025 Airport Commission Meeting.
4. Discuss CTAF/UNICOM frequency change.
5. Discuss AWOS Telephone Line
6. Discuss PAPI Replacement Project.
7. Discuss 18/36 Approaches.
8. Discuss Wisconsin Bureau of Aeronautics Project Manager Change
9. Discuss Airport Manager's Report.
10. Set Next Meeting Date/Time.
11. Adjourn.

"PUBLIC ACCESS"

Notice is hereby given that members of the Common Council may be present at the foregoing meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W.2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.

NOTE: Upon reasonable notice, efforts will be made to accommodate individuals with disabilities. For additional information or to request the service, contact the City Clerk or the City Administrator at 232-2221.

**PLEASE CONTACT PAM at (232-2221 x1000) or pwildner@menomonie-wi.gov
IF YOU ARE UNABLE TO ATTEND THE MEETING.**



City of Menomonie
David Schofield

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TO: Airport Commission
FROM: David Schofield, Director of Public Works
SUBJECT: Staff Comments
DATE: June 18, 2025 Airport Commission Meeting

Agenda Item # 4: Discuss CTAF/UNICOM frequency change.

The CTAF/UNICOM frequency change to 123.075 MHz was approved by FCC and FAA and went into effect on June 12, 2025.

At the May 21, 2025 Airport Commission meeting the Chairman asked that this be placed upon this agenda for further discussion.

Agenda Item # 5: Discuss AWOS Telephone Line.

It was previously possible to call into the AWOS system by telephone. On April 23, 2025, 24/7 Telecom terminated copper telephone lines to the AWOS. 24/7 Telecom also disconnected all of the City's other copper telephone lines as part of a coordinated attempt to eliminate costly maintenance of this legacy system.

According to FAA Advisory Circular AC 150/5220-16E, an airport may, but is not required to, provide telephone dial-up service to access the AWOS.

Between January 1, 2025 and the end of service, the system received 585 calls or approximately 5.2 calls per day.

Agenda Item # 6: Discuss PAPI Replacement Project

WisBOA has advertised a request for proposals for engineering design for the PAPI replacement. According to WisBOA the existing PAPI's still have available service life as defined by most of the funding programs. However, they indicated that the Infrastructure Investment and Jobs Act (IIJA) is based upon different criteria and so believe we can proceed.

Several engineering consultants have contacted City Staff and appear interested in the project.

Agenda Item # 7: Discuss 18/36 Approaches.

Chairman Johnson asked for this to be placed on the agenda for an update.

Agenda Item # 8: Discuss WisBOA Project Manager Change

The WisBOA Project Manager assigned to KLUM has changed twice in recent months. The previous WisBOA Project Manager was a gentleman named Tyler Leslie. Mr. Leslie left WisBOA in April 2025. KLUM was reassigned to a gentleman named Mat Brynick. City Staff were informed that Mr. Brynick left WisBOA on June 10, 2025 and that the new WisBOA Project Manager would be a gentleman named Dan Minarcik.

City Staff will attempt to invite Mr. Minarcik to an upcoming Airport Commission Meeting for an introduction.

Agenda Item # 9: Airport Manager's Report

A copy of the Airport Manager's Report is attached.

Agenda Item # 10: Next Meeting Date/Time

City Staff would suggest Wednesday July 16, 2025 at 6pm at City Hall.

Manager's Report

June 18th, 2025

Hangar/Based Aircraft Status

32 Hangars on the field with 37 Aircraft

Fueling Operations

May Sold

3416.30 Gallons of 100LL Sold to 167 Aircraft

2,543.18 Gallons of Jet A Sold to 16 Aircraft

May Comparison

	2024	2025
100 LL	3,411.63 Gal	3,416.30 Gal
Jet A	2,265.28 Gal	2,543.18 Gal
	5,676.91 Gal	5,959.48 Gal

Year End Comparison

	2024	2025
100LL	13,690.31	13,608.19
Jet A	7,255.47	9,498.34
	20,946.78	23,106.53

Current Fuel Prices

100LL \$4.67

Jet A \$3.30

Aircraft Operations

May Operations

1,754 ops

May Comparisons

2024	2025
1,910 ops	1,754 ops

Year End Comparison

2024

2025

5,352

5,875

Airport Events

Hangar Wait List

Jason Wiley

Cessna 182

Date	Task	Status	Remarks
5/21/2025	INSPECTION CHECKLISTS COMPLETED	SEE REMARKS	OLD TERMINAL DAMP IN ENTRY WAY DUE TO HEAVY RAIN--PLACED DEHUMIDIFIER IN ROOM
5/21/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
5/22/2025	INSPECTION CHECKLISTS COMPLETED	OK	CONTINUING DRYING OF CARPET IN OLD TERMINAL
5/22/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
5/23/2025	INSPECTION CHECKLISTS COMPLETED	OK	
5/23/2025	FUEL FARM INSPECTION/QUALITY CHECK	OK	
5/24/2025			CLOSED--WEEKEND
5/25/2025			CLOSED--WEEKEND
5/26/2025			CLOSED--MEMORIAL DAY HOLIDAY
5/27/2025	INSPECTION CHECKLISTS COMPLETED	OK	
5/27/2025	FUEL FARM INSPECTION/QUALITY CHECK	OK	
5/28/2025	INSPECTION CHECKLISTS COMPLETED	OK	
5/28/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
5/29/2025	INSPECTION CHECKLISTS COMPLETED	OK	
5/29/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
5/30/2025	INSPECTION CHECKLISTS COMPLETED	OK	REPAIRED LEAKING URINAL IN NEW TERMINAL--REPLACED INTERNAL PARTS AS REQUIRED

5/30/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
5/31/2025			CLOSED--WEEKEND
6/1/2025			CLOSED--WEEKEND
6/2/2025	INSPECTION CHECKLISTS COMPLETED	OK	PREPARED CONFERENCE ROOM FOR MEETING ON 6/3/25
6/2/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
6/3/2025	INSPECTION CHECKLISTS COMPLETED	OK	REPAIRED RUNWAY LIGHT AFTER DAMAGE FROM MOWER
6/3/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
6/4/2025	INSPECTION CHECKLISTS COMPLETED	OK	
6/4/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
6/5/2025	INSPECTION CHECKLISTS COMPLETED	OK	
6/5/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
6/6/2025	INSPECTION CHECKLISTS COMPLETED	OK	
6/6/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	
6/7/2025			CLOSED--WEEKEND
6/8/2025			CLOSED--WEEKEND
6/9/2025	INSPECTION CHECKLISTS COMPLETED	OK	
6/9/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	REPLACED JET A FUEL HANDLE GUARD, REPLACED 100LL NOZZLE CAP WITH NEW
6/10/2025	INSPECTION CHECKLISTS COMPLETED	OK	REPAIRED BROKEN RUNWAY LIGHT WITH NEW, REPLACED DAMAGED RUNWAY LIGHT WITH SERVICEABLE UNIT

6/10/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	RECEIVED 100LL, PERFORMED QUALITY CHECK, REPRICED AT PUMP AND UPDATED ONLINE PRICES
6/11/2025	INSPECTION CHECKLISTS COMPLETED	OK	ASSISTED SURVEY CREW WITH ACCESS TO REQUIRED AREAS ON AIRPORT FOR NEW SURVEY
6/11/2025	FUEL FARM INSPECTION / QUALITY CHECK	OK	JET FUEL RECEIVED--QUALITY CHECK PERFORMED, REPRICED AT PUMP & UPDATED ONLINE PRICES