

Menomonie Airport Commission
Meeting Minutes
June 21, 2023

The Menomonie Airport Commission was called to order by Chairman Dr. Dan Johnson at 6:00 pm on Wednesday, June 21, 2023 in the Menomonie Municipal Airport Terminal Building Conference Room. Other Commission members present included: Steven Lee, Randy Sommerfeld, Kerry McCauley, and Earl Wildenberg.

Others in attendance included: Darrel Gibson, David Schofield, Ryan Falch (SEC), Mark Steidinger, Tim Olson, Mark Graczykowski (WisBOA via phone for financial discussion only), and Melissa Underwood (SEH).

There were no public comments.

The May 18, 2023 minutes were accepted by consensus.

Darrel Gibson reported that the AWOS was recently inspected by a WisBOA contractor with several issues noted. Ryan Falch indicated that WisBOA is working to replace up to 10 AWOS in the near future with Menomonie being one of them.

Melissa Underwood reported that WisBOA approval of SEH's contract is not yet in hand. Dr. Dan Johnson expressed a desire to hold the kickoff meeting on or before July 19 as he will be departing on July 20 for his trip to Argentina. David Schofield to follow up with Tyler Leslie at WisBOA.

David Schofield provided a summary of June 8 scoping meeting with WisBOA and SEH. SEH provided costs for recent projects which would seem to point toward a total project cost of \$2,000,000 for a 120-foot by 120-foot hangar. The Commission felt that a 120-foot by 80-foot hangar, with the ability to expand to the west in the future, would be desirable to accommodate a Learjet 45. The Commission preferred a sliding door with heated apron. The commission was undecided on whether to include a bathroom and would like it bid as an alternate. Fire suppression may be required based upon size, David Schofield will review with Building Inspector. Floor drains/pits may be required, David Schofield will review with Building Inspector.

Mark Graczykowski, WisBOA noted that funding will be 90% federal, 10% local for eligible items and 100% local for ineligible items (such as sewer/water/heat). City currently has approximately \$600,000 in federal entitlements from 2021-2024) and approximately \$450,000 in 2022-2024 BIL allocations available. Approximately \$100,000 of 2020 federal entitlements can be used for design. There is a potential for borrowing against future entitlements or from other airports without current funding needs.

Darrel Gibson presented Airport Manager's Report. Darrel noted that PAPI bulbs are backordered. Terminal building front door has been fixed. Bill has been sent to lawncare company for reimbursement.

Reviewed airport lease rates from Eau Claire, Boyceville, New Richmond and Black River Falls. The Commission would prefer to keep things simple and retain lump sum lease rates.

David Schofield reported working with Ross Nelson and Dan Johnson regarding their new leases and with Gordy Smith regarding a lease amendment to accommodate Ross Nelson's new lease.

Next Meeting will be Wednesday July 19, 2023 at 6pm. A special meeting may be held for the Master Plan Kickoff.

Submitted by:
David Schofield

Recording Secretary