MADISON MUNICIPAL AIRPORT BOARD
AGENDA
November 15, 2022
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve October 18, 2022 Minutes

Approve November 15, 2022 Agenda

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – October 2022

Unfinished Business

New Business
1) Ratify Bills – October 19, October 26, October 27, November 2, November 9

Public Comment

Announcements
1) Next Meeting – December 20, 2022

Adjourn

If special accommodations are necessary to attend any Madison Municipal Airport Board meeting, please contact the Finance Office at (605) 256-7500 at least 24 hours before meeting time. All attempts shall be made to accommodate a request.

MADISON MUNICIPAL AIRPORT BOARD
MINUTES
October 18, 2022
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order – 18:00 hrs
Roll Call – Present: Myron Downs, Roy Brown, Ken Johnson, Dave Gilbert, Morris Riggin, Commissioner Shaw
Absent: Tim Peters, ex-officio George Colombe

Approve September 20, 2022 Minutes: Motion to approve by Roy, 2nd by Dave; motion carried.

Approve October 18, 2022 Agenda: Motion to approve by Dave, 2nd by Roy; motion carried.

Appearances/Acknowledgements/Correspondence
Acknowledge KLJ Status Report – September 2022: Report was reviewed with the Board; no action required.

Unfinished Business
Discuss Responsibilities for Destruction/Removal Costs of the Old T-Hangars: Need to replace post and remove/replace headers. Lease extended to May 1, 2023. Motion by Dave, 2nd by Kenny; motion carried.

New Business
Discussion on 2023 budget – will increase request for new hangar door and for the furnace and air conditioner. Motion to approve increase in budget by Roy, 2nd by Dave; motion carried.
Ratify Bills – September 21, September 28, October 5: Motion to ratify bills as presented by Myron, 2nd by Dave; motion carried.
Discuss Flashers on Runway – Roy will check to see if we have any here.
Approve Sale of Hangar - East River Electric – Motion to approve sale of hangar by Myron, 2nd by Roy; motion carried.
Grant Pre-Applications AIP 3-46-0029-024-2023 and AIG 3-46-0029-025-2023 will be on the City Commission agenda November 7, 2022 for the mayor's signature. Roy will follow-up with the City.

Public Comment

Announcements
Next Meeting – November 15, 2022

Adjourn: Motion to adjourn by Myron.

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AIRPORT PROJECT STATUS REPORT

October 28, 2022

MADISON MUNICIPAL AIRPORT

CLIENT CONTACT PERSONS AND ADDRESSES

Morris Riggin, Airport Manager	Ryan Hegg, Director of Engineering and Community Development
1600 Airport Drive	116 W Center Street
Madison, SD 57042	Madison, SD 57042
Riggin-Flight-Service@hotmail.com	Ryan.Hegg@cityofmadisonsd.com

WORK IN PROGRESS

Hangar Taxilane, Parking Lot and Access Road Reconstruction - Design

KLJ #2205-00411 AIP #3-46-0029-023-2022

KLJ prepared the design agreement with the City of Madison in April 2022. The FAA AIP Grant Application was submitted on April 12, 2022. The FAA grant offer to the City of Madison was announced on June 7, 2022. Survey and soil borings were completed in early summer. The Engineering Design Report is currently being drafted by KLJ, and then will be submitted for FAA review in November. A preliminary plan review with the City of Madison and KLJ is planned for November 2. Design of the construction plans and specifications will continue through fall/winter of 2022/2023. Construction is anticipated in summer 2023, with Bidding to be in early 2023.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY SDDOT/FAA

- None.

Reported by:	Aaron Storm, PE	
	KLJ Engineering	
	(605) 444-1864	Aaron.Storm@kljeng.com
cc:	Michelle Basquin, FAA DAK-MIN ADO	Michelle.C.Basquin@faa.gov
	Jon Becker, SDDOT	Jon.Becker@state.sd.us
	Brad Remmich, SDDOT	Bradley.Remmich@state.sd.us
	Adam Shaw, City of Madison	Adam.Shaw@cityofmadisonsd.com
	Sonya Wilt, City of Madison	Sonya.Wilt@cityofmadisonsd.com
	Heather Beaner, City of Madison	Heather.Beaner@cityofmadisonsd.com
	Finance office, City of Madison	finance@cityofmadisonsd.com
	Brady Brockel, KLJ Engineering	Brady.Brockel@kljeng.com
	Jake Braunagel, KLJ Engineering	Jake.Braunagel@kljeng.com

October 19, 2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC						
COLES PETROLEUM PRODUCTS..	670088	Aviation Gas	101-4351-47820		10/19/2022	37,340.04
					Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**37,340.04**
Vendor: 000060 - FIRST MADISON INSURANCE						
FIRST MADISON INSURANCE	2320	General Liability Renewal - PR...	101-4351-42110		10/19/2022	3,003.00
					Vendor 000060 - FIRST MADISON INSURANCE Total:	**3,003.00**
					Department 4351 - AIRPORT EXPENSE Total:	**40,343.04**

October 26, 2022

Expense Approval Report by Department

Post Dates: 10/26/2022 - 10/26/2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	10177645	MDS Taxilane/Parking/Access ...	101-4351-54300	TAXI/PARK/ACCESS-DESIGN RE...	10/26/2022	5,000.00
					Vendor 004273 - KLJ ENGINEERING LLC Total:	**5,000.00**
					Department 4351 - AIRPORT EXPENSE Total:	**5,000.00**

October 27, 2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 005394 - INFOTECH SOLUTIONS LLC					
INFOTECH SOLUTIONS LLC	18412	Monthly Software & Maintena…	101-4351-42210		11.84
				Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**11.84**
Vendor: 000832 - REMOTE SYSTEMS INTEGRATION					
REMOTE SYSTEMS INTEGRATI…	6844	RSINet Data Service Qtr 3	101-4351-42210		180.00
				Vendor 000832 - REMOTE SYSTEMS INTEGRATION Total:	**180.00**
				Department 4351 - AIRPORT EXPENSE Total:	**191.84**

November 2, 2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date		Amount
Department: 4351 - AIRPORT EXPENSE							
Vendor: 005006 - BLUEPEAK							
BLUEPEAK	INV0001108	Phone & Internett - Acct# 000...	101-4351-42810		11/02/2022		238.75
						Vendor 005006 - BLUEPEAK Total:	**238.75**
Vendor: 005751 - O REILLY AUTOMOTIVE INC							
O REILLY AUTOMOTIVE INC	5570-239504	Oil Filter, Fuel/Wtr Sep	101-4351-43110		11/02/2022		25.69
						Vendor 005751 - O REILLY AUTOMOTIVE INC Total:	**25.69**
						Department 4351 - AIRPORT EXPENSE Total:	**264.44**

November 9, 2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date		Amount
Department: 4351 - AIRPORT EXPENSE							
Vendor: 005440 - RIGGIN/MORRIS A							
RIGGIN/MORRIS A	INV0001131	Fuel Stipend - 3rd Qtr 2022	101-4351-42210		11/09/2022		3,039.60
RIGGIN/MORRIS A	INV0001132	Fuel Stipend - 2nd Qtr 2022	101-4351-42210		11/09/2022		3,979.57
						Vendor 005440 - RIGGIN/MORRIS A Total:	**7,019.17**
						Department 4351 - AIRPORT EXPENSE Total:	**7,019.17**