MADISON MUNICIPAL AIRPORT BOARD
AGENDA
January 17, 2023
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve December 20, 2022 Minutes

Approve January 17, 2023 Agenda

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

Unfinished Business

New Business
1) Ratify Bills – December 14, January 4

Public Comment

Announcements
1) Next Meeting – February 21, 2023
2) 2023 SD Airports Conference – March 29 & 30 – Deadwood

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
December 20, 2022
6:00pm - Airport Lobby - 1600 Airport Drive

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

Approve November 15, 2022 Minutes: Motion to approve by Dave, 2nd by Tim; Motion carried.

Approve December 20, 2022 Agenda: Motion to approve by Roy, 2nd by Dave; Motion carried.

Appearances/Acknowledgements/Correspondence
Acknowledge KLJ Status Report – November 2022 – KLJ report was presented to the board for review; No action required.

Unfinished Business

New Business
Ratify Bills – November 23, November 30, December 7 – Motion to ratify bills as presented by Tim, 2nd by Dave; Motion carried.
Discussion was had on limiting AG Operations to one aircraft until a larger ramp is in place. Motion to approve limiting one truck per plane by Dave, 2nd by Myron; Motion carried.

Public Comment

Announcements
Next Meeting – January 17, 2023

Adjourn – Motion to adjourn by Ken.

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.

Airport Project Status Report

December 30, 2022

Madison Municipal Airport

CLIENT CONTACT PERSONS AND ADDRESSES

Morris Riggin, Airport Manager
1600 Airport Drive
Madison, SD 57042
Riggin-Flight-Service@hotmail.com

Ryan Hegg, Director of Engineering and Community Development
116 W Center Street
Madison, SD 57042
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. A design review meeting was held on November 2nd by video conference call with City, Airport and KLJ. The Engineering Design Report was submitted for FAA review on November 22, 2022. Design of the construction plans and specifications will continue through fall/winter of 2022/2023. KLJ will have plans and specifications reviewed by the FAA and Owner prior to bidding in early 2023 for construction in summer 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
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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

Dec 14, 2022

Expense Approval Report by Department

Payment Dates: 12/14/2022 - 12/14/2022

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000030 - RUNNINGS SUPPLY INC					
RUNNINGS SUPPLY INC	1333036	Led Light - 3 Lamp Panel	101-4351-42530		39.98
				Vendor 000030 - RUNNINGS SUPPLY INC Total:	**39.98**
				Department 4351 - AIRPORT EXPENSE Total:	**39.98**

Jan 4, 2023

Expense Approval Report by Department

Post Dates: 1/4/2023 - 1/4/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 005006 - BLUEPEAK						
BLUEPEAK	INV0001509	Phone & Internet	101-4351-42810		01/04/2023	241.34
					Vendor 005006 - BLUEPEAK Total:	**241.34**
Vendor: 000198 - SDML WORKERS COMPENSATION FUND						
SDML WORKERS COMPENSAT...	21944	2023 Renewal Billing	101-4351-41410		01/04/2023	518.00
					Vendor 000198 - SDML WORKERS COMPENSATION FUND Total:	**518.00**
					Department 4351 - AIRPORT EXPENSE Total:	**759.34**

SD DEPARTMENT OF TRANSPORTATION

Registration Form

2023 South Dakota Airports Conference

The Lodge, Deadwood, SD

March 29th and 30th

$100 per person registration fee includes:

Breakfast, breaks, lunch and social on Wednesday

Breakfast and breaks on Thursday

REGISTRATION INFORMATION

Agency / Organization _____

Full Name _____

Address _____

City, State Zip _____

Email _____

Phone _____

Conference dues payable by check only.

Please make checks payable to *SD Airports Conference*

Vendor/Consultants would you like to sponsor a break or meal?

☐ **Yes, please give me more information on sponsorship.**

For questions on registering, contact Nancy at nancy.hiller@state.sd.us or at (605) 773-4430

THANK YOU FOR REGISTERING

SD DEPARTMENT OF TRANSPORTATION

Vendor Registration

2023 South Dakota Airports Conference

The Lodge, Deadwood, SD
March 29th and 30th

$100 registration fee includes:

*One person, booth location, chairs, table, and power

Breakfast, breaks, lunch and social on Wednesday

Breakfast and breaks on Thursday

REGISTRATION INFORMATION

Agency / Organization _____

Full Name _____

Address _____

City, State Zip _____

Email _____

Phone _____

Conference dues payable by check only.

Please make checks payable to *SD Airports Conference*

***An additional $100 is required per person manning the booth to cover meals**

Vendor/Consultants would you like to sponsor a break or meal?

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THANK YOU FOR REGISTERING