MADISON MUNICIPAL AIRPORT BOARD
AGENDA
February 21, 2023
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve January 17, 2023 Minutes

Approve February 21, 2023 Agenda

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – January 2023

Unfinished Business
1) Riggin Flight Service Hangar
2) AG Aircraft Loading Area

New Business
1) Ratify Bills – January 11, January 25, January 31, February 1, February 8

Public Comment

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

Adjourn

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

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

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

Approve January 17, 2023 Agenda: Motion to approve agenda by Myron, 2nd by Tim; Motion carried.

Appearances/Acknowledgements/Correspondence
Acknowledge KLJ Status Report – December 2022 – Ken reviewed the KLJ report with the Board; No action required.

Unfinished Business

New Business
Ratify Bills – December 14, January 4 – Motion to ratify bills as presented by Tim, 2nd by Roy; Motion carried.

Public Comment

Announcements
1) Next Meeting – February 21, 2023
2) 2023 SD Airports Conference – March 29 & 30 – Deadwood: Myron and Tim plan to attend.

Adjourn – Motion to adjourn by Ken: 18:04 hrs.

Airport Project Status Report

January 27, 2023

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. Construction Final Plans and Specifications were submitted for review to FAA and SDDOT on January 26, 2023. Pending plan review comments and revisions, the tentative bidding schedule is to advertise on February 16 and 23 and open bids on March 9.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY SDDOT/FAA

- Review Plans and Specifications.

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

January 11, 2023

Expense Approval Report

Payment Dates: 1/11/2023 - 1/12/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name		Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC						
COLES PETROLEUM PRODUCTS..	670785	*22 Aviation Gas	101-4351-47820			29,032.74
					Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**29,032.74**
Vendor: 005394 - INFOTECH SOLUTIONS LLC						
INFOTECH SOLUTIONS LLC	18824	Monthly Software & Maintena... (Nov 2022)	101-4351-42210			11.87
					Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**11.87**
Vendor: 000151 - TIMMER SUPPLY CO						
TIMMER SUPPLY CO	1499269-1	*22 Couplings	101-4351-42530			23.25
					Vendor 000151 - TIMMER SUPPLY CO Total:	**23.25**
					Department 4351 - AIRPORT EXPENSE Total:	**29,067.86**

January 25, 2023

Expense Approval Report

Post Dates: 1/19/2023 - 1/25/2023 Payment Dates: 1/19/2023 - 1/25/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000030 - RUNNINGS SUPPLY INC					
RUNNINGS SUPPLY INC	1350480	Bulk Bin Product	101-4351-42910		10.58
RUNNINGS SUPPLY INC	1349520	Chain Lube, Bearings	101-4351-43110		43.48
				Vendor 000030 - RUNNINGS SUPPLY INC Total:	**54.06**
Vendor: 003620 - STURDEVANTS MADISON INC					
STURDEVANTS MADISON INC	827007062	Grease Seals	101-4351-43110		45.97
STURDEVANTS MADISON INC	827007098	Fuel Filter	101-4351-43110		25.50
STURDEVANTS MADISON INC	CM0000088	Grease Seals	101-4351-43110		-11.99
STURDEVANTS MADISON INC	CM0000088	HD Oil Farm	101-4351-43110		14.15
STURDEVANTS MADISON INC	CM0000088	Grease Seals	101-4351-43110		-19.99
				Vendor 003620 - STURDEVANTS MADISON INC Total:	**53.64**
				Department 4351 - AIRPORT EXPENSE Total:	**107.70**

January 31, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name		Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 005394 - INFOTECH SOLUTIONS LLC						
INFOTECH SOLUTIONS LLC	18990	*22 Monthly Software & Main... (Dec)	101-4351-42210			11.74
					Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**11.74**
					Department 4351 - AIRPORT EXPENSE Total:	**11.74**

February 1, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 005006 - BLUEPEAK					
BLUEPEAK	INV0001617	Phone & Internet Acct #00048...	101-4351-42810		238.40
				Vendor 005006 - BLUEPEAK Total:	**238.40**
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC					
COLES PETROLEUM PRODUCTS..	2023-1-24	Fuel Report	101-4351-43115		295.97
				Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**295.97**
Vendor: 000552 - LAKE COUNTY TREASURER					
LAKE COUNTY TREASURER	2023-1-24	Fuel Report	101-4351-43115		5.14
				Vendor 000552 - LAKE COUNTY TREASURER Total:	**5.14**
				Department 4351 - AIRPORT EXPENSE Total:	**539.51**

February 8, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name		Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	10183433	MDS Taxilane/Parking/Access Rd-	101-4351-54300	TAXI/PARK/ACCESS-DESIGN REIMB		10,000.00
					Vendor 004273 - KLJ ENGINEERING LLC Total:	**10,000.00**
Vendor: 000242 - SD AIRPORT CONFERENCE						
SD AIRPORT CONFERENCE	INV0001688	2023 Airport Conference - M. Riggin	101-4351-42710			100.00
SD AIRPORT CONFERENCE	INV0001689	2023 Airport Conference - M. Downs	101-4351-42710			100.00
					Vendor 000242 - SD AIRPORT CONFERENCE Total:	**200.00**
					Department 4351 - AIRPORT EXPENSE Total:	**10,200.00**