MADISON MUNICIPAL AIRPORT BOARD
AGENDA
April 18, 2023
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve March 21, 2023 Minutes

Approve April 18, 2023 Agenda

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

Unfinished Business

New Business
1) Security Lighting in Hangar Area
2) Ratify Bills – March 15, March 22, March 29, April 5

Public Comment

Announcements
1) Next Meeting – May 16, 2023

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
March 21, 2023
6:00pm - Airport Lobby - 1600 Airport Drive

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

Guests – Charlie Keppen, Martina Riggin, Aaron Storm (KLJ)

Approve February 21, 2023 Minutes: Motion to approve by Dave, 2nd by Roy; Motion carried.

Approve March 21, 2023 Agenda: Motion to approve by Tim, 2nd by Myron; Motion carried.

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – February 2023: Ken asked Aaron to review the KLJ report for the Board.

Unfinished Business

New Business
1) **2023 Construction Items:**

a) March 10 Bid Opening – ASCO: Aaron, of KLJ, reviewed the bid opening and bids submitted for the airport project.
b) Bid Tabulation: Aaron, of KLJ, discussed the bids and those companies that submitted bids. ACOS - the bid winner – has been in business for a long time and meets all FAA DBE requirements.
c) Letter of Recommendation: **Motion by Myron – the Airport Board recommends that the City of Madison accepts the ACOS bid proposal, contingent on meeting the City DBE requirements. 2nd by Dave; Motion carried.**
d) Summary of Project Costs: Aaron and the Board reviewed project costs, which included the cost share for the FAA, State of SD and City of Madison, as well as the funding shortfalls.

2) Forced Landing – March 14: Morris discussed the quick response of city fire and emergency services. The nose gear on one of the twin engine training aircraft failed to extend and lock down, requiring the airplane to make a forced landing. After briefing emergency services and the aircraft crew, a landing was made.
3) Ratify Bills – February 15, March 1, March 8: Motion to ratify bills as presented by Roy, 2nd by Myron; Motion carried.

Public Comment: The Lake County Museum is starting a display for Eugene Vidal and Anna Blessinger and is requesting donations totaling $200 - $500 to fund the project.

Announcements
1) Next Meeting – April 18, 2023
2) 2023 SD Airports Conference – March 29 & 30 – Deadwood – Morris, Myron, Tim

Adjourn – Motion by Ken to adjourn at 18:25 hrs.

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Airport Project Status Report

March 31, 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 Taxilanes, Parking Lot and Access Road - Design
KLJ #2205-00411 AIP #3-46-0029-023-2022
The City opened bids on March 10. Four bids were opened with the low bidder being Asphalt Surfacing Co. (ASCO) from Sioux Falls, SD. A letter of recommendation was submitted to the City for awarding to ASCO.

Reconstruct Hangar Taxilanes, Airport Drive and Parking Lot - Construction (pending)
KLJ #2305-00269 AIP #3-46-0029-024-2023 and BIL-AIG #3-46-0029-025-2023
KLJ the detailed scope of services for the construction administration and observation (CA/CO) was approved by FAA on February 23, 2023.
KLJ submitted the FAA Grant Applications for both AIP and BIL-AIG grants and the professional services agreement for review/processing for March 20, 2023, City Commission meeting. The FAA grant applications were submitted to the SDDOT/FAA for processing after city signatures received.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY FAA

- FAA to issue Grant Offer for AIP #3-46-0029-024-2023 and BIL-AIG #3-46-0029-025-2023

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

March 15, 2023

Expense Approval Report by Department

Payment Dates: 3/9/2023 - 3/15/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000181 - APPEARA					
APPEARA	0823013	Mat Rentals - Airport	101-4351-42210		53.44
APPEARA	0827094	Mat Rentals - Airport	101-4351-42210		49.52
APPEARA	0835374	Mat Rentals - Airport	101-4351-42210		49.52
APPEARA	0839510	Mat Rentals - Airport	101-4351-42210		53.54
APPEARA	0843771	Mat Rentals - Airport	101-4351-42210		49.72
				Vendor 000181 - APPEARA Total:	**255.74**
Vendor: 000376 - GOTH ELECTRIC					
GOTH ELECTRIC	51079	After Hours Call	101-4351-42210		408.16
				Vendor 000376 - GOTH ELECTRIC Total:	**408.16**
Vendor: 000089 - LAKE COUNTY INTERNATIONAL INC					
LAKE COUNTY INTERNATIONAL...	24947	Tractor Valve	101-4351-43110		2,238.75
				Vendor 000089 - LAKE COUNTY INTERNATIONAL INC Total:	**2,238.75**
Vendor: 003890 - MADISON ACE HARDWARE					
MADISON ACE HARDWARE	170539/2	Hardware - Airport Tractor	101-4351-43110		23.47
				Vendor 003890 - MADISON ACE HARDWARE Total:	**23.47**
Vendor: 003620 - STURDEVANTS MADISON INC					
STURDEVANTS MADISON INC	827009706	Hydraulic Filter - Tractor	101-4351-43110		40.64
				Vendor 003620 - STURDEVANTS MADISON INC Total:	**40.64**
				Department 4351 - AIRPORT EXPENSE Total:	**2,966.76**

March 22, 2023

Expense Approval Report by Department

Post Dates: 3/22/2023 - 3/22/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 005394 - INFOTECH SOLUTIONS LLC						
INFOTECH SOLUTIONS LLC	19369	Monthly Software & Maintenance	101-4351-42210		03/22/2023	12.00
					Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**12.00**
Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	10186024	MDS Taxilane/Parking/Access Rd - Design & Bidding	101-4351-54300	TAXI/PARK/ACCESS-DESIGN REIMB	03/22/2023	2,919.36
					Vendor 004273 - KLJ ENGINEERING LLC Total:	**2,919.36**
					Department 4351 - AIRPORT EXPENSE Total:	**2,931.36**

March 29, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000181 - APPEARA					
APPEARA	0814745	Mat Rentals - Airport	101-4351-42210		53.34
APPEARA	0818921	Mat Rentals - Airport	101-4351-42210		51.08
APPEARA	0831236	Mat Rentals - Airport	101-4351-42210		53.34
				Vendor 000181 - APPEARA Total:	**157.76**
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC					
COLES PETROLEUM PRODUCTS..	3/20/23 Fuel	2/18/23 to 3/9/23 Fuel Report - Airport	101-4351-43115		257.68
				Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**257.68**
Vendor: 000552 - LAKE COUNTY TREASURER					
LAKE COUNTY TREASURER	3/20/23 Fuel	2/18/23 to 3/9/23 Fuel Report - Airport	101-4351-43115		5.63
				Vendor 000552 - LAKE COUNTY TREASURER Total:	**5.63**
				Department 4351 - AIRPORT EXPENSE Total:	**421.07**

April 5, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date		Amount
Department: 4351 - AIRPORT EXPENSE							
Vendor: 005006 - BLUEPEAK							
BLUEPEAK	INV0001870	Phone & Internet	101-4351-42810		04/05/2023		240.29
						Vendor 005006 - BLUEPEAK Total:	**240.29**
						Department 4351 - AIRPORT EXPENSE Total:	**240.29**