MADISON MUNICIPAL AIRPORT BOARD
AGENDA
December 19, 2023
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve November 21, 2023 Minutes

Approve December 19, 2023 Agenda

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – November 2023
2) Acknowledge Fuel Report – November 2023

UNFINISHED BUSINESS

NEW BUSINESS
1) Discuss Windsock
2) Discuss Lightning Protection for AWOS
3) Wilde Air Service LLC
4) Ratify Bills – November 15, November 22, November 29, December 6

Public Comment

Announcements
1) Next Meeting – January 16, 2024

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

Call to Order 18:00 hrs
Roll Call – Present: Tim Peters, Roy Brown, Dave Gilbert, Ken Johnson, Matt Wollmann, ex-officio George Colombe.
Absent: Commissioner Shaw, Morris Riggin
Guests: Heather (RFS), Charlie Keppen

Approve October 17, 2023 Minutes: Motion to approve the October 17 Minutes by Dave, 2nd by Matt; Motion carried.

Approve November 21, 2023 Agenda: Motion to approve the November 21 agenda by Tim, 2nd by Roy; Motion carried.

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – October 2023: The board acknowledged and reviewed the October 2023 KLJ Report.

2) Fuel Report – October 2023: The board reviewed the fuel report. Of note is the increase in Jet fuel sales this year.

UNFINISHED BUSINESS

NEW BUSINESS
1) AWOS Lightning Repair: A lightning strike during the rain on Oct 12 destroyed electrical transformers, weather observation devices and several printed circuit boards in the AWOS system. Parts are being ordered and installed as they are obtained. Some parts are still on order. The cost for all of the repairs will be several thousand dollars.
2) Ratify Bills – October 4, October 11, October 18, October 25, November 8
Motion by Tim to ratify bills as presented, 2nd by Matt; Motion carried.

Public Comment

Announcements
1) Next Meeting – December 19, 2023

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

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Airport Project Status Report

November 30, 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

KLJ submitted the drafted closeout report to City of Madison August 22, 2023, for review. City submitted for first grant reimbursement in November and received payment no. 1 on November 21, 2023. KLJ will update closeout report and have City sign in December, and then submit to the FAA in December for review.

Reconstruct Hangar Taxilanes, Airport Drive and Parking Lot - Construction

KLJ #2305-00269 AIP #3-46-0029-024-2023 and BIL-AIG #3-46-0029-025-2023

The prime contractor, Asphalt Surfacing Co. (ASCO), started construction on July 31, 2023. Hangar Taxilanes was completed between July 31 to September 12. Airport Drive and parking lot was completed between September 6 to November 13. Project substantially completed on November 6, 2023, and KLJ sent Substantial Completion Memo to the contractor. SDDOT, Airport, and KLJ had Final Inspection on November 15, 2023. Contractor will complete the final inspection punchlist this fall and will have a warranty inspection next year.

OTHER ITEMS

- KLJ is in draft process of closeout report for AIP #3-46-0029-024-2023 and BIL-AIG #3-46-0029-025-2023.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Sign final payment and final review and acceptance for construction.

ITEMS REQUIRING ACTION BY FAA

- Review closeout report for AIP #3-46-0029-023-2022.

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
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Finance office, City of Madison finance@cityofmadisonsd.com
Brady Brockel, KLJ Engineering Brady.Brockel@kljeng.com
Jake Braunagel, KLJ Engineering Jake.Braunagel@kljeng.com

Madison Municipal Airport Fuel Sales YTD

AvGas	2021			2022			2023			Purchases		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	Current Sale Price
January	1,060.44	3,897.81	-	1,076.28	5,004.70	-	1,088.97	5,743.62	-			
February	2,097.09	7,444.67		1,628.35	7,755.14	39,706.80	2,123.94	11,304.65	-			
March	3,551.13	12,606.52	-	2,421.82	12,215.50	-	1,409.73	7,618.20	-			
April				2,047.88	10,239.40	-	2,804.89	14,458.56	15,041.25			
May				4,194.75	20,973.75	-	6,864.36	35,522.36	34,163.60			
June							4,834.70	25,303.52	-			
July							8,258.41	44,132.11	35,129.59			
August							5,258.68	29,498.53	41,358.17			
September							3,747.97	21,702.57	-			
October							2,732.37	16,640.15	42,279.88			
November							4,885.66	29,753.62	-			
December												
Totals	6,708.66	$23,949.00	$0.00	11,369.08	$56,188.49	$39,706.80	44,009.68	$241,677.89	$167,972.49			

Jet Fuel	2021			2022			2023			Purchases		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	Current Sale Price
January	105.25	405.22	-	-	-	-	-	-	-			
February	129.86	499.96		-	-	-	-	-	-			
March	232.37	894.62		583.96	1,927.07	-	-	-	-			
April				756.07	2,495.04	8,928.40	37.93	199.13	-			
May				1,165.61	5,186.96	-	289.42	1,519.45	-			
June							429.72	2,024.06	6,800.50			
July							5,916.24	24,341.17	15,346.98			
August							2,258.63	9,305.56	11,948.75			
September							746.56	3,075.83	-			
October							1,847.78	8,145.25	6,054.25			
November							9,700.78	4,582.08	-			
December												
Totals	467.48	$1,799.80	$0.00	2,505.64	$9,609.07	$8,928.40	21,227.06	$53,192.53	$40,150.48			

Total Gallons	7,176.14			13,874.72			65,236.74		
Total Revenue		$25,748.80			$65,797.56			$294,870.42	
Total Fuel Purchased			$0.00			$48,635.20			$208,122.97

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 11/1/2023 Time: 12:00:00AM

To Date: 11/30/2023 Time: 11:59:59PM

Print Date: 12/18/2023 Time: 10:58:53AM

Product Summary for all Transactions

Product	Description	Transactions	Quantity	Total Cost
1	Jet A Fuel	5	970.78 GL	4,582.08
Product	Description	Transactions	Quantity	Total Cost
2	100LL Av. Gas	63	4,885.66 GL	29,753.62
Total Product Summary:		**68**	**5,856.44**	**34,335.70**

November 15, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name		Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000436 - GRAYBAR ELECTRIC CO INC						
GRAYBAR ELECTRIC CO INC	9334603123	Transformer - AWOS	101-4351-42560			1,678.57
GRAYBAR ELECTRIC CO INC	9334618117	Fuses - AWOS	101-4351-42560			173.72
GRAYBAR ELECTRIC CO INC	9334709351	Fuses - AWOS	101-4351-42560			183.44
					Vendor 000436 - GRAYBAR ELECTRIC CO INC Total:	**2,035.73**
Vendor: 005394 - INFOTECH SOLUTIONS LLC						
INFOTECH SOLUTIONS LLC	21159	Monthly Software & Maintenance	101-4351-42210			13.51
					Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**13.51**
					Department 4351 - AIRPORT EXPENSE Total:	**2,049.24**

November 22, 2023

Expense Approval Report by Department

Post Dates: 11/22/2023 - 11/22/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date		Amount
Department: 4351 - AIRPORT EXPENSE							
Vendor: 000181 - APPEARA							
APPEARA	0918534	Mat Rentals - Airport	101-4351-42210		11/22/2023		51.20
						Vendor 000181 - APPEARA Total:	**51.20**
Vendor: 004273 - KLJ ENGINEERING LLC							
KLJ ENGINEERING LLC	10198743	MDS Taxilane/Road/Parking - Construction	101-4351-54330	TAXI/PARK/ACCESS-CONST REIMB	11/22/2023		44,984.70
						Vendor 004273 - KLJ ENGINEERING LLC Total:	**44,984.70**
Vendor: 006069 - MIDCONTINENT COMMUNICATIONS							
MIDCONTINENT COMMUNIC...	12517210213686	Business Internet	101-4351-42810		11/22/2023		12.40
						Vendor 006069 - MIDCONTINENT COMMUNICATIONS Total:	**12.40**
						Department 4351 - AIRPORT EXPENSE Total:	**45,048.30**

November 30, 2023

Expense Approval Report by Department

Payment Dates: 11/29/2023 - 11/30/2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 006007 - AMAZON CAPITAL SERVICES INC					
AMAZON CAPITAL SERVICES ...	1QYJ-MYQF-3WFD	Surge Protector - AWOS	101-4351-42560		46.00
				Vendor 006007 - AMAZON CAPITAL SERVICES INC Total:	**46.00**
Vendor: 003890 - MADISON ACE HARDWARE					
MADISON ACE HARDWARE	175362	Door Knob & Lock	101-4351-42530		-8.00
MADISON ACE HARDWARE	175369/2	Door Lock & Strike	101-4351-42530		52.98
MADISON ACE HARDWARE	175813/2	Door Sweep	101-4351-42530		19.99
				Vendor 003890 - MADISON ACE HARDWARE Total:	**64.97**
Vendor: 000030 - RUNNINGS SUPPLY INC					
RUNNINGS SUPPLY INC	1481200	Sealant	101-4351-42530		21.98
RUNNINGS SUPPLY INC	1494517	Hangar Door Track Bolts	101-4351-42530		24.48
RUNNINGS SUPPLY INC	1494646	Hangar Door Hardware	101-4351-42530		7.88
				Vendor 000030 - RUNNINGS SUPPLY INC Total:	**54.34**
				Department 4351 - AIRPORT EXPENSE Total:	**165.31**

December 6, 2023

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 004572 - ASPHALT SURFACING COMPANY						
ASPHALT SURFACING COMP...	3	MDS Taxilane/Road/Parking	101-4351-54330	TAXI/PARK/ACCESS-CONST REIMB	12/06/2023	275,525.95
					Vendor 004572 - ASPHALT SURFACING COMPANY Total:	**275,525.95**
Vendor: 005006 - BLUEPEAK						
BLUEPEAK	INV0002709	Phone & Internet	101-4351-42810		12/06/2023	279.14
					Vendor 005006 - BLUEPEAK Total:	**279.14**
					Department 4351 - AIRPORT EXPENSE Total:	**275,805.09**