MADISON MUNICIPAL AIRPORT BOARD
AGENDA
April 16, 2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve March 19, 2024 Minutes

Approve April 16, 2024 Agenda

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – March 2024
2) Acknowledge Fuel Report – March 2024

UNFINISHED BUSINESS

NEW BUSINESS
1)Wilde Safety Issues
2) Ratify Bills – March 7-13, March 27, April 3

Public Comment

Announcements
1) Next Meeting – May 21, 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
AGENDA
March 19, 2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order: 18:00 hrs

Roll Call: Present: Matt Wollmann, Roy Brown, Ken Johnson, ex-officio George Colombe, Morris Riggin
Absent: Commissioner Shaw**,** Tim Peters, Dave Gilbert,
Guests: Charlie Keppen**,** Mayor Lindsay

Approve February 20, 2024 Minutes: Motion to approve by Matt, 2nd by Roy, Motion carried

Approve March 19, 2024 Agenda: Motion to approve by Roy, 2nd by Matt, Motion carried

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – February 2024: Ken reviewed the KLJ report with the board.
2) Acknowledge Fuel Report – February 2024: February fuel sales were slightly higher than January.

UNFINISHED BUSINESS
1) Ken discussed the North airport fence still needs to be repaired and the fuel tank paint is deteriorating, and some rust is starting. The airport manager reported they have not been able to find a company that will come to repair the fence. The paint issue will be looked into.

NEW BUSINESS
1) Loading area for RFS: RFS plans on putting some millings next to the ramp just to the east of the old hangar/tractor shed. The area is muddy, and grass does not grow. RFS will park a loading trailer in the area.
2) Ratify Bills – January 10, January 17, January 24; Motion to ratify bills as presented by Dave, 2nd by Matt motion carried.
3) Mayor Lindsay informed the board the FAA has changed their funding ratio for the airport. The FAA is requesting that some changes be made with airport operations. The board asked that the city try and find out what specific changes are being requested.

Public Comment: Runway lights are operating again, but some glide slope lights are out. Bulbs need to be purchased so the lights can be repaired.

Announcements
1) Next Meeting – April 16, 2024

Motion by Ken to Adjourn at 18:38 hrs

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Airport Project Status Report

March 29, 2024

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

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 contractor, Asphalt Surfacing Co. (ASCO), completed construction in 2023. SDDOT, Airport, and KLJ conducted the final inspection on November 15, 2023. Contractor completed the punchlist. Final payment to contractor was executed by City of Madison on December 20, 2023. SDDOT signed final construction documents on January 17, 2024. KLJ submitted the draft FAA Closeout Reports on February 29, 2024. The City will approve signing of the Closeout Reports at the April 1, 2024, City Commission meeting.

Reconstruct Apron and Taxilane - Design (pending)

KLJ #2405-00194   BIL-AIG #3-46-0029-026-2024

KLJ submitted design scope for FAA and SDDOT review on January 30, 2024. FAA responded to scope on February 13, 2024. The design proposal fee was approved by SDDOT in March. The design agreement and grant application were sent to the City on March 14 for approval. KLJ will submit the FAA BIL-AIG grant application to SDDOT and FAA.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Sign closeout reports for grants #24 and #25.

ITEMS REQUIRING ACTION BY FAA

- Review closeout reports for grants #24 and #25.
- Review 2024 BIL-AIG grant application, when received early April.

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
	Brock Antijunti, SDDOT	Brock.Antijunti@state.sd.us
	Adam Shaw, City of Madison	Adam.Shaw@cityofmadisonsd.com
	Barbara Minnick, City of Madison	Barbara.Minnick@cityofmadisonsd.com
	Heather Peterson, City of Madison	Heather.Peterson@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

Madison Municipal Airport Fuel Sales YTD

AvGas	2022			2023			2024			Purchases		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	Current Sale Price
January	1,076.28	$ 5,004.70	$ -	1,088.97	$ 5,743.62	$ -	1,072.91	$ 5,160.70	$ 7,409.50			
February	1,628.35	$ 7,755.14	$ 39,706.80	2,123.94	$ 11,304.65	$ -	3,465.26	$ 16,667.88	$ -			
March	2,421.82	$ 12,215.50	$ -	1,409.73	$ 7,618.20	$ -	3,350.01	$ 16,530.31	$ 33,447.72			
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				3,325.15	$ 18,934.31	$ 31,424.40						
Totals	11,369.08	$56,188.49	$39,706.80	47,334.83	$260,612.20	$199,396.89	7,888.18	$38,358.89	$40,857.22			

Jet Fuel	2022			2023			2024			Purchases		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	Current Sale Price
January	-	$ -	$ -	-	$ -	$ -	180.33	842.14	-			
February	-	$ -	$ -	-	$ -	$ -	283.46	1,323.76	-			
March	583.96	$ 1,927.07	$ -	-	$ -	$ -	689.44	3,219.69				
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				970.78	$ 4,582.08	$ -						
December				807.91	$ 3,813.33	$ 7,918.40						
Totals	2,505.64	$9,609.07	$8,928.40	13,304.97	$57,005.86	$48,068.88	1,153.23	$5,385.59	$0.00			

	2022			2023			2024		
Total Gallons	13,874.72			60,639.80			9,041.41		
Total Revenue		$65,797.56			$317,618.06			$43,744.48	
Total Fuel Purchased			$48,635.20			$247,465.77			$40,857.22

March 2024

FUELMASTER TRANSACTION LISTING

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 3/1/2024 Time: 12:00:00AM

To Date: 3/31/2024 Time: 11:59:59PM

Print Date: 4/12/2024 Time: 3:30:29PM

Product Summary for all Transactions

Product	Description	Transactions	Quantity	Total Cost
1	Jet A Fuel	8	689.44 GL	3,219.69
2	100LL Av. Gas	47	3,350.01 GL	16,530.31
Total Product Summary:		**55**	**4,039.45**	**19,750.00**

March 7-13, 2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000181 - APPEARA					
APPEARA	0914199	Mat Rentals - Airport	101-4351-42210		55.17
APPEARA	0922580	Mat Rentals - Airport	101-4351-42210		55.17
APPEARA	0926790	Mat Rentals - Airport	101-4351-42210		50.88
APPEARA	0930939	Mat Rentals - Airport	101-4351-42210		55.17
APPEARA	0935100	Mat Rentals - Airport	101-4351-42210		51.20
APPEARA	0939270	Mat Rentals - Airport	101-4351-42210		55.17
APPEARA	0943470	Mat Rentals - Airport	101-4351-42210		50.99
APPEARA	0951936	Mat Rentals - Airport	101-4351-42210		52.86
				Vendor 000181 - APPEARA Total:	**426.61**
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC					
COLES PETROLEUM PRODUC...	674355	Av Gas	101-4351-47820		33,447.72
				Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**33,447.72**
				Department 4351 - AIRPORT EXPENSE Total:	**33,874.33**

March 27, 2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 005394 - INFOTECH SOLUTIONS LLC					
INFOTECH SOLUTIONS LLC	21954	Monthly Software & Maintenance	101-4351-42210		14.52
				Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**14.52**
Vendor: 006069 - MIDCONTINENT COMMUNICATIONS					
MIDCONTINENT COMMUNIC...	12517210213911	Business Internet	101-4351-42810		13.11
				Vendor 006069 - MIDCONTINENT COMMUNICATIONS Total:	**13.11**
				Department 4351 - AIRPORT EXPENSE Total:	**27.63**

April 3, 2024

Expense Approval Report by Department

Post Dates: 4/3/2024 - 4/3/2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000091 - AIRPORT LIGHTING CO OF NY INC						
AIRPORT LIGHTING CO OF NY...	55139	Runway Lights	101-4351-43520		04/03/2024	1,871.48
					Vendor 000091 - AIRPORT LIGHTING CO OF NY INC Total:	**1,871.48**
Vendor: 005006 - BLUEPEAK						
BLUEPEAK	INV0003502	Phone & Internet	101-4351-42810		04/03/2024	274.73
					Vendor 005006 - BLUEPEAK Total:	**274.73**
Vendor: 006069 - MIDCONTINENT COMMUNICATIONS						
MIDCONTINENT COMMUNIC...	10764710313893	Business Internet	101-4351-42810		04/03/2024	20.88
					Vendor 006069 - MIDCONTINENT COMMUNICATIONS Total:	**20.88**
					Department 4351 - AIRPORT EXPENSE Total:	**2,167.09**