MADISON MUNICIPAL AIRPORT BOARD
AGENDA
May 21, 2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Approve April 16, 2024 Minutes

Approve May 21, 2024 Agenda

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

UNFINISHED BUSINESS

NEW BUSINESS
1) Update on Wilde – Discuss
2) Election of Officers
3) Ratify Bills – April 10, April 17, April 24

Public Comment

Announcements
1) Next Meeting – June 18, 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
April 16, 2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order: 16:00 hrs

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

Approve March 19, 2024 Minutes: Motion to approve by Tim, 2nd by Roy, motion carried

Approve April 16, 2024 Agenda: Motion to approve by Roy, 2nd by Tim, motion carried

Appearances/Acknowledgements/Correspondence
1) Acknowledge KLJ Status Report – March 2024: Ken went over the KLJ report with the board, no board action is required, city needs to sign closeout reports for grants #24 and #25.
2) Acknowledge Fuel Report – March 2024: The fuel report was reviewed by the board, sales through March are ahead of the 2023 sales.

UNFINISHED BUSINESS

NEW BUSINESS
1)Wilde Safety Issues: A plane operated by Wilde LLC. landed on the runway while a RFS twin engine plane was rolling out after landing. Landing while another aircraft is on the runway is considered a runway incursion by the FAA. The airport manager called Wilde about the safety issue.
2) Ratify Bills – March 7-13, March 27, April 3: Motion by Roy to approve bills as ratified, 2nd by Dave, motion carried

Public Comment

Announcements
1) Next Meeting – May 21, 2024

Motion to Adjourn by Ken at 18:24 hrs

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

April 30, 2024

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

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. The City of Madison approved and signed the Closeout Reports in April. KLJ will submit the Closeout Reports to SDDOT & FAA on May 1, 2024.

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 for approval. KLJ submitted the BIL-AIG grant application to SDDOT & FAA on April 5, 2024.

The schedule for this project is:

1. Prepare the engineering design contract in early 2024 to obtain FY 2024 FAA BIL-AIG grant.
2. Pavement soil borings will be completed during the summer/fall of 2024.
3. Design the project over the summer, fall, and winter of 2024/2025.
4. Bid the project in the spring of 2025.
5. Apply for a construction grant in FY 2025 using Entitlement, BIL, and State Apportionment funding.
6. Anticipated construction in the summer of 2025, pending funding.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Await BIL-AIG grant offer by FAA. Sign grant if received in the month of May.

ITEMS REQUIRING ACTION BY FAA

- Review closeout reports for 2023 construction grants AIP 24 & BIL 25.
- Review 2024 BIL-AIG grant application (received April 5, 2024).

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

Madison Municipal Airport Fuel Sales YTD

AvGas	2022			2023			2024			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
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	3,395.52	$ 16,875.73	$ 7,323.60			
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	11,283.70	$55,234.62	$48,180.82			

Jet Fuel	2022			2023			2024			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
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	$ -	1,255.15	5,861.56	-			
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	2,408.38	$11,247.15	$0.00			

Total Gallons	13,874.72			60,639.80			13,692.08		
Total Revenue		$65,797.56			$317,618.06			$66,481.77	
Total Fuel Purchased			$48,635.20			$247,465.77			$48,180.82

April 2024

FUELMASTER TRANSACTION LISTING

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 4/1/2024 Time: 12:00:00AM
To Date: 4/30/2024 Time: 11:59:59PM

Print Date: 5/17/2024 Time: 3:12:05PM

Product Summary for all Transactions

Product	Description	Transactions	Quantity	Total Cost
1	Jet A Fuel	8	1,255.15 GL	5,861.56
2	100LL Av. Gas	59	3,395.52 GL	16,875.73
Total Product Summary:		**67**	**4,650.67**	**22,737.29**

April 10, 2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC					
COLES PETROLEUM PRODUC...	48636	Av Gas	101-4351-47820		7,323.60
				Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**7,323.60**
				Department 4351 - AIRPORT EXPENSE Total:	**7,323.60**

April 17, 2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000030 - RUNNINGS SUPPLY INC						
RUNNINGS SUPPLY INC	1547643	Pliers/T-Post Clips - Fence Repairs	101-4351-42530		04/17/2024	36.96
RUNNINGS SUPPLY INC	1547963	Fencing	101-4351-42530		04/17/2024	229.99
RUNNINGS SUPPLY INC	1547974	Pig Rings - Fence Repairs	101-4351-42530		04/17/2024	4.49
					Vendor 000030 - RUNNINGS SUPPLY INC Total:	**271.44**
					Department 4351 - AIRPORT EXPENSE Total:	**271.44**

April 24, 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	22147	Monthly Software & Maintenance	101-4351-42210		15.01
				Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**15.01**
Vendor: 006069 - MIDCONTINENT COMMUNICATIONS					
MIDCONTINENT COMMUNIC...	12517210213969	Business Internet	101-4351-42810		13.11
				Vendor 006069 - MIDCONTINENT COMMUNICATIONS Total:	**13.11**
Vendor: 000719 - SYN-TECH SYSTEMS					
SYN-TECH SYSTEMS	283297	After Hours Tech Support - 3/23/24	101-4351-42210		80.00
				Vendor 000719 - SYN-TECH SYSTEMS Total:	**80.00**
				Department 4351 - AIRPORT EXPENSE Total:	**108.12**