MADISON MUNICIPAL AIRPORT BOARD
AGENDA
9/17/2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Roll Call:

Approve December 17, 2024, Minutes

Approve January 21, 2025, Agenda

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

UNFINISHED BUSINESS

None

NEW BUSINESS

Fuel Pump Motherboard Replacement and Fuel door repair.

Issac Wilde wants to discuss his operations, changes, and desire to add a spray pad to the Madison Airport.

Ratify Bills

Public Comment

Announcements
1) Next Meeting – February 18,2025

Motion to 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
AGENDA
12/17/2024
6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order 18:00 hrs

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

Approve November 19, 2024 Minutes: Motion to approve by Roy 2nd by Ken, motion carried

Approve December 17, 2024 Agenda: Motion to approve by Roy, 2nd by Dave motion carried

Appearances/Acknowledgements/Correspondence

1) Acknowledge KLJ Status Report – November 29,2024: Matt reviewed the KLJ report and everything looks to be on schedule with no actions needed.
2) Acknowledge Fuel Report – Fuel report is unavailabe, will review next month.

UNFINISHED BUSINESS

NEW BUSINESS

Flags: A request has been made to display a political flag on a Hangar: Discussion was had relating to the displaying of all flags because the hangars are located on City property.

Motion by Roy: The Airport shall follow Madison City policy and permit only, United States, South Dakota State, and POW flags to be displayed on airport property. 2nd by Ken, Motion carried unanimously.

Shed Installment request: Riggin Flight Service is requesting permission to temporarily place a 20 X 12 foot shed on the North side of the large hangar by the walk in door to store avionics equipment.
Motion by Roy: To approve the request, 2nd by Ken, motion carried

Ratify Bills: Motion to ratify bills as presented by Ken, 2nd by Dave, motion carried

Public Comment: Mayor Lindsay invited everyone to the January 27 open house of the New City Officies

Announcements
1) Next Meeting – January 21, 2024

18:16 hrs: Motion by Roy to adjourn, 2nd by Ken, motion carried

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

December 31, 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 Apron and Taxilane - Design

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

KLJ submitted the BIL-AIG grant application to SDDOT and FAA on April 5, 2024. The City of Madison signed the BIL-AIG grant 26 on June 18, 2024.

The schedule for the design project is as follows:

1. Prepare the engineering design contract in early 2024 to obtain FY 2024 FAA BIL-AIG grant. Completed.
2. Pavement soil borings will be completed during the summer of 2024. Completed.
3. Design the project over the summer, fall, and winter of 2024/2025. Partially complete.
   a. Preliminary design meeting with engineer and owner held in September.
   b. Engineering Design Report and Apron Use Plan submitted on September 19, 2024.
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.

Reconstruct Apron and Taxilane – Construction (pending grant)

KLJ #pending BIL-AIG #3-46-0029-027-2025 and AIP # 3-46-0029-028-2025 (anticipated)

KLJ will set up a scoping meeting with the airport & city to discuss the KLJ Engineering construction services. KLJ will then draft the scope for the FAA to review. After review, KLJ will send a construction services agreement to the City of Madison for signing.

Airport Layout Plan (ALP) Update & Master Plan, Narrative, AGIS, Exhibit A & Land Use Plan - Planning (pending)

KLJ #pending AIP #3-46-0029-029-2025 (anticipated)

The FAA stated State Apportionment funding amount that was request on the Preapplication is not available. KLJ will review the project funding plan with the airport & city to determine if the project can be funding with local funds or if the project will be postponed while waiting for more available federal funding.

OTHER ITEMS

- KLJ submitted the FY 2025 Grant Preapplications for two grant types, AIP & BIL-AIG, in October to SDDOT & FAA for review. FAA sent an email response on December 11, 2024, that provided detailed letters in response to the AIP & BIL-AIG Grant Preapplications.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY FAA/SDDOT

- None.

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
Kyle Sebesta, FAA DAK-MIN ADO	Kyle.E.Sebesta@faa.gov
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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	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	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	3,898.56	$ 19,375.86	$ 28,276.92			
June				4,834.70	$ 25,303.52	$ -	4,126.87	$ 21,842.64	$ 29,729.73			
July				8,258.41	$ 44,132.11	$ 35,129.59	6,101.48	$ 33,769.12	$ 23,066.90			
August				5,258.68	$ 29,498.53	$ 41,358.17	4,700.46	$ 28,625.75	$ -			
September				3,747.97	$ 21,702.57	$ -	4,604.63	$ 28,042.19	$ 35,040.00			
October				2,732.37	$ 16,640.15	$ 42,279.88	3,992.30	$ 23,332.42	$ 33,923.28			
November				4,885.66	$ 29,753.62	$ -	2,480.91	$ 14,339.63	$ -			
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	41,188.91	$224,562.23	$198,217.65			

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	$ -	1,255.15	5,861.56	$ -			
May	1,165.61	$ 5,186.96	$ -	289.42	$ 1,519.45	$ -	1,153.90	5,388.72	$ -			
June				429.72	$ 2,024.06	$ 6,800.50	1,263.54	5,167.88	$ 7,414.80			
July				5,916.24	$ 24,341.17	$ 15,346.98	7,147.69	30,529.91	$ 19,920.00			
August				2,258.63	$ 9,305.56	$ 11,948.75	7,392.56	35,853.88	$ 33,046.90			
September				746.56	$ 3,075.83	$ -	1,390.60	6,744.41	$ -			
October				1,847.78	$ 8,145.25	$ 6,054.25	550.76	2,671.18	$ -			
November				970.78	$ 4,582.08	$ -	216.03	1,047.75	$ -			
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	21,523.46	$98,650.88	$60,381.70			

Total Gallons	13,874.72			60,639.80			62,712.37		
Total Revenue		$65,797.56			$317,618.06			$323,213.11	
Total Fuel Purchased			$48,635.20			$247,465.77			$258,599.35

FUELMASTER TRANSACTION LISTING

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 11/1/2024 Time: 12:00:00AM

To Date: 11/30/2024 Time: 11:59:59PM

Print Date: 12/27/2024 Time: 9:31:43AM

Product Summary for all Transactions

Product	Description	Transactions	Quantity	Total Cost
1	Jet A Fuel	3	216.03 GL	1,047.75
Product	Description	Transactions	Quantity	Total Cost
2	100LL Av. Gas	41	2,480.91 GL	14,339.63
Total Product Summary:		**44**	**2,696.94**	**15,387.38**

12/26/24

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 005394 - INFOTECH SOLUTIONS LLC					
INFOTECH SOLUTIONS LLC	23748	Computer & Software Subscription Fees	101-4351-42210		25.27
				Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	**25.27**
Vendor: 006069 - MIDCONTINENT COMMUNICATIONS					
MIDCONTINENT COMMUNIC...	12517210214436	Business Internet - Acct #125172102	101-4351-42810		13.11
				Vendor 006069 - MIDCONTINENT COMMUNICATIONS Total:	**13.11**
				Department 4351 - AIRPORT EXPENSE Total:	**38.38**

12/18/24

Expense Approval Report by Department

Post Dates: 12/18/2024 - 12/19/2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000035 - COLES PETROLEUM PRODUCTS INC						
COLES PETROLEUM PRODUC...	676691	AV Gas	101-4351-47820		12/18/2024	23,429.47
					Vendor 000035 - COLES PETROLEUM PRODUCTS INC Total:	**23,429.47**
					Department 4351 - AIRPORT EXPENSE Total:	**23,429.47**

12/11/24

Expense Approval Report by Department

Payment Dates: 12/11/2024 - 12/12/2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name		Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000181 - APPEARA						
APPEARA	1027810	Mat Rentals - Airport	101-4351-42210			55.27
APPEARA	1032455	Mat Rentals - Airport	101-4351-42210			54.93
					Vendor 000181 - APPEARA Total:	**110.20**
Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	10215876	MDS - Reconstruct Apron & Taxilane - Design Phase	101-4351-54300	FBO APRON & TAXILANE-DESIGN REIMB		12,500.00
					Vendor 004273 - KLJ ENGINEERING LLC Total:	**12,500.00**
Vendor: 000151 - TIMMER SUPPLY CO						
TIMMER SUPPLY CO	1526282-1	Air Filters	101-4351-42530			49.70
					Vendor 000151 - TIMMER SUPPLY CO Total:	**49.70**
					Department 4351 - AIRPORT EXPENSE Total:	**12,659.90**

12/4/24

Expense Approval Report by Department

Post Dates: 12/4/2024 - 12/5/2024

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 005006 - BLUEPEAK						
BLUEPEAK	INV0004717	Phone & Internet	101-4351-42810		12/04/2024	258.20
					Vendor 005006 - BLUEPEAK Total:	**258.20**
					Department 4351 - AIRPORT EXPENSE Total:	**258.20**