

MADISON MUNICIPAL AIRPORT BOARD

Agenda

6/17/2025

6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Roll Call:

Approve: June 17, 2025 Agenda

Approve: May 20, 2025, Minutes

Appearances/Acknowledgements/Correspondence

- 1) Acknowledge KLJ Status Report –
- 2) Construction Update:
- 3) Acknowledge Fuel Report –

UNFINISHED BUSINESS

Lee Hangar Update: (Old T-Hangar spot)

NEW BUSINESS

Airport Board Openings: 2 ended April 30th

OLD BUSINESS

Ratify Bills-

Public Comment

Announcements

1) Next Meeting – July 15, 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

5/20/2025

6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order 18:00hrs

Roll Call: Present: Matt Wollmann, Ken Johnson, Dave Gilber, Tim Peters, Roy Brown, Morris Riggin.

Absent: ex-officio Mayor Lindsay

Approve April 15, 2025, Minutes: Motion to approve by Roy, 2nd by Ken, motion carried

Approved April 18, 2025 Agenda

Appearances/Acknowledgements/Correspondence

1) Acknowledge KLJ Status Report –The KLJ report was reviewed. Morris reported that the pre-construction meeting was held. Estimated start date for the project is June 1.

2) Acknowledge Fuel Report – Matt reviewed the fuel report with the board.

UNFINISHED BUSINESS

1. City's change to the Facility Agreement: No additional information was presented to the Board.

2. Paint Fuel Tanks: No additional information was presented to the Board.

NEW BUSINESS

1. Hangar Door Bids: Schweiss of Hector MN, submitted a quote for a Bi-Fold insulated door for the heated hangar (1700). Total quote is \$41,638.39. The quote includes installation, insulation, sheeting, and shipping. Motion by Tim, to acknowledge receipt of the Schweiss bid, 2nd by Dave motion carried.

Ratify Bills- April 2 & 4, 2025; April 9, 2025; April 16 & 17, 2025; April 30, 2025, May 1, 2025.

Motion by Roy to Ratify bills as presented, 2nd by Ken, Motion carried

Public Comment: The term of two board members have expired. Board members must be residents of the City of Madison, or Lake County. Anyone desiring to be on the airport board can submit a board application form that can be obtained by contacting the City Office.

Announcements

1) Next Meeting – June, 17, 2025

Motion to Adjourn: 18:25 hrs: motion to adjourn by Dave, 2nd by Roy, 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

May 31, 2025

Madison Municipal Airport

CLIENT CONTACT PERSONS AND ADDRESSES

Morris Riggan, Airport Manager
1600 Airport Drive
Madison, SD 57042
Riggan-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 IIAA AIG #3-46-0029-026-2024
KLJ completed the design in 2024-2025, advertised for bids on March 13, and opened bids on April 3, 2025. Construction will be summer-fall 2025. KLJ will submit the design closeout report to FAA for review.

Reconstruct Apron and Taxilane – Construction

KLJ #2505-00156 IIAA AIG #3-46-0029-027-2025 and AIP #3-46-0029-028-2025
Soukup Construction Inc. of Sioux Falls, SD is the Contractor and has submitted the construction contracts. KLJ submitted construction grant applications for FY 2025 on April 28, 2025. The Preconstruction Meeting was held on May 20. Start date is waiting on grants issues to City of Madison and is estimated for late June or July. Soukup has been working on materials, mix designs, and shop drawing submittals, and KLJ has documented the approved submittals log. Madison has updated the project schedule to show a start date on July 14.

Airport Master Plan and Airport Layout Plan (ALP) Update – Planning

KLJ #2505-00147 AIP #3-46-0029-029-2026 (FY2026 grant)
KLJ and Airport had a Pre-Planning Kickoff Meeting on May 27 to set up the Advisory Committee members and discuss the outreach contacts for the project.

OTHER ITEMS

- The Statewide Pavement Maintenance project had the bid opening on April 17 for seal coat, crack sealing, and paint remarking at multiple pavement surfaces. The taxiway closures for construction are anticipated to start mid-late July at the earliest.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Sign grant offer for Reconstruct Apron and Taxilane when issued by FAA this summer.

ITEMS REQUIRING ACTION BY FAA/SDDOT

- Review grant applications for Reconstruct Apron and Taxilane; issue grants this summer.

Reported by: Aaron Storm, KLJ Engineering 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
Jon Becker, SDDOT Jon.Becker@state.sd.us
Brock Antijunti, SDDOT Brock.Antijunti@state.sd.us



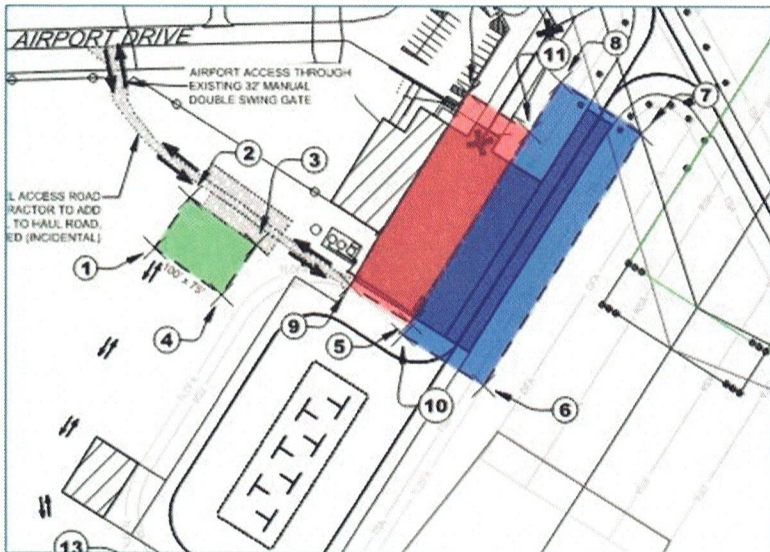
Nancy Hiller, SDDOT
Roy Lindsay, City of Madison
Amy Sad, City of Madison
Barbara Minnick, City of Madison
Heather Peterson, City of Madison
Finance office, City of Madison
Brady Brockel, KLJ Engineering
Jake Braunagel, KLJ Engineering

Nancy.Hiller@state.sd.us
Roy.Lindsay@cityofmadisonsd.com
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Barbara.Minnick@cityofmadisonsd.com
Heather.Peterson@cityofmadisonsd.com
finance@cityofmadisonsd.com
Brady.Brockel@kljeng.com
Jake.Braunagel@kljeng.com

Construction schedule update:

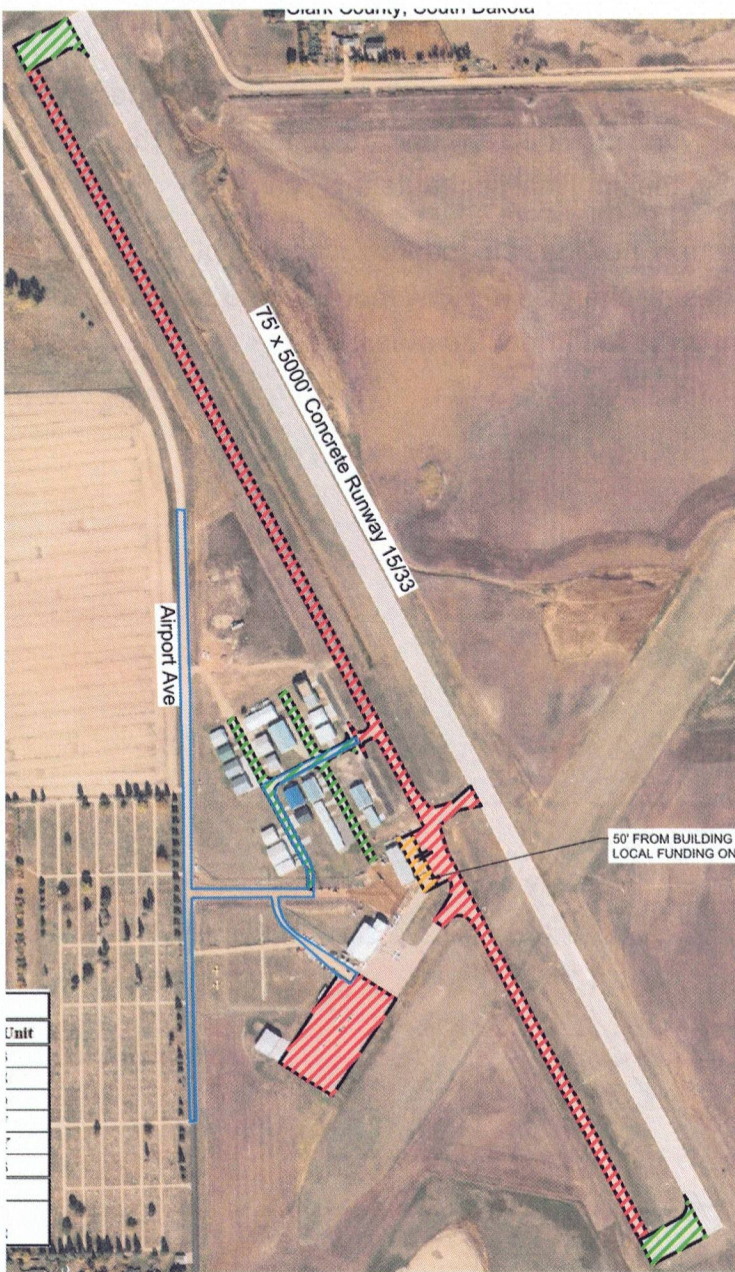
The Apron Reconstruction project is holding off on starting until the grants are issued by the FAA. The FAA stated we need wait but haven't provided any update on the dates that grants will be issued, but I know they are behind their normal schedule this year.

The prime contractor, Soukup Construction, now has an updated schedule planning to start on July 14. We want to discuss phasing changes to allow more area to be worked on so they can finish before it gets too late in the fall. Impacted areas:



I do not have a solid schedule update on the summer taxiways' surface seal coat and crack repairs, but it is assumed to be mid-late July at the earliest. This project will have a shorter length of construction work and more info on the schedule should be coming from SDDOT and HDR.

Impacted areas:



The blue routes are showing the potential access to project areas and not pavement sealing or repainting. Seal coating and crack repair are red and orange areas, and repainting of yellow centerlines on concrete are the green areas.

Madison Municipal Airport Fuel Sales YTD

AvGas	2023			2024			2025			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
January	1,088.97	\$ 5,743.62	\$ -	1,072.91	\$ 5,160.70	\$ 7,409.50	419.31	\$ 2,260.41	\$ -			
February	2,123.94	\$ 11,304.65	\$ -	3,465.26	\$ 16,667.88	\$ -	2,355.16	\$ 12,694.30	\$ -			
March	1,409.73	\$ 7,618.20	\$ -	3,350.01	\$ 16,530.31	\$ 33,447.72	2,890.20	\$ 15,575.00	\$ -			
April	2,804.89	\$ 14,458.56	\$ 15,041.25	3,395.52	\$ 16,875.73	\$ 7,323.60	3,149.66	\$ 18,083.79	\$ 35,417.88			
May	6,864.36	\$ 35,522.36	\$ 34,163.60	3,898.56	\$ 19,375.86	\$ 28,276.92	3,775.62	\$ 22,427.21				
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	2,170.41	\$ 12,517.34	\$ 23,429.47						
Totals	47,334.83	\$260,612.20	\$199,396.89	43,359.32	\$237,079.57	\$221,647.12	12,589.95	\$71,040.71	\$35,417.88			

Jet Fuel	2023			2024			2025			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
January	-	\$ -	\$ -	180.33	\$ 842.14	\$ -	-	\$0.00	\$ -			
February	-	\$ -	\$ -	283.46	\$ 1,323.76	\$ -	-	\$0.00	\$ -			
March	-	\$ -	\$ -	689.44	\$ 3,219.69	\$ -	162.19	\$771.34	\$ -			
April	37.93	\$ 199.13	\$ -	1,255.15	\$ 5,861.56	\$ -	1,001.00	\$4,581.81	\$ 5,895.60			
May	289.42	\$ 1,519.45	\$ -	1,153.90	\$ 5,388.72	\$ -	835.56	\$3,760.02				
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	50.00	\$ 242.50	\$ -						
Totals	13,304.97	\$57,005.86	\$48,068.88	21,573.46	\$98,893.38	\$60,381.70	1,998.75	\$9,113.17	\$5,895.60			

Total Gallons	60,639.80			64,932.78			14,588.70					
Total Revenue		\$317,618.06			\$335,972.95			\$80,153.88				
Total Fuel Purchased			\$247,465.77			\$282,028.82			\$41,313.48			

FUELMASTER TRANSACTION LISTING

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 5/1/2025
Time: 12:00:00AM

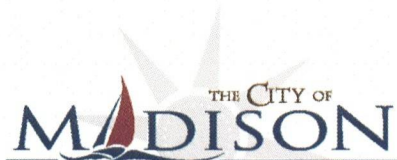
To Date: 5/31/2025
Time: 11:59:59PM

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Print Date: 6/10/2025 Time: 2:06:08PM

Product Summary for all Transactions

<u>Product</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
1	Jet A Fuel	8	835.56 GL	3,760.02
2	100LL Av. Gas	68	3,775.62 GL	22,427.21
Total Product Summary:		76	4,611.18	26,187.23



City of Madison

Volunteer Board Appointment Application

Contact Information

Name: _____ Date: _____

Address: _____

Is your residence located within the city limits of Madison? Yes No

Boards may have residency requirements. See table below.

Phone (primary): _____ Email address: _____

Employer: _____ Occupation: _____

City Boards, Commissions, and Committees

Please check any boards you are interested in serving on.

✓	Board	Length of Term (years)	Term Limits	City Residency Requirement
	Airport Board	5	none	Yes (except for one County ex-officio)
	Community Center Advisory Committee	3	3 terms	No
	Housing & Redevelopment Commission	5	none	Yes
	Library Board	3	none	No
	Parks & Recreation Board	3	none	Yes
	Planning Commission/Board of Adjustment	5	none	Yes
	Sidewalk Committee		none	

Relevant Experience

Education or training:

Work experience:

Volunteer service:

I would like to serve in the indicated position(s) because:

Signature: _____ Date: _____

Expense Approval Report by Department

Payment Dates: 5/14/2025 - 5/15/2025

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 006263 - ETECTIO CONSULTING PARTNERS, LLC					
ETECTIO CONSULTING PART...	1021	Airport AMP & ALP Update	101-4351-54330		3,500.00
					Vendor 006263 - ETECTIO CONSULTING PARTNERS, LLC Total:
					<u>3,500.00</u>
Vendor: 000058 - F & M COOP OIL CO					
F & M COOP OIL CO	060073	Tire Repair (Airport Mower)	101-4351-43115		38.00
					Vendor 000058 - F & M COOP OIL CO Total:
					<u>38.00</u>
Vendor: 000431 - HDR ENGINEERING INC					
HDR ENGINEERING INC	1200714145	Taxilane Apron IFE	101-4351-54330	FBO APRON & TAXILANE- DESIGN REIMB	4,200.00
					Vendor 000431 - HDR ENGINEERING INC Total:
					<u>4,200.00</u>
Vendor: 004273 - KLJ ENGINEERING LLC					
KLJ ENGINEERING LLC	10224753	MDS-Reconst Apron & Taxilane-Design Phase Closeout	101-4351-54300	FBO APRON & TAXILANE- DESIGN REIMB	1,619.08
					Vendor 004273 - KLJ ENGINEERING LLC Total:
					<u>1,619.08</u>
Vendor: 006267 - MADISON WINDOW & GLASS					
MADISON WINDOW & GLASS	52455	Door Sweep, Adjustable Astragal, Continuous Hinge	101-4351-42530		1,369.20
					Vendor 006267 - MADISON WINDOW & GLASS Total:
					<u>1,369.20</u>
Vendor: 000296 - SD DEPT OF TRANSPORTATION					
SD DEPT OF TRANSPORTATI...	S00141282	Windssocks	101-4351-43520		62.50
					Vendor 000296 - SD DEPT OF TRANSPORTATION Total:
					<u>62.50</u>
					Department 4351 - AIRPORT EXPENSE Total:
					<u>10,788.78</u>

Expense Approval Report by Department

Post Dates: 5/21/2025 - 5/21/2025

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000719 - SYN-TECH SYSTEMS						
SYN-TECH SYSTEMS	314919	Fuel Master Maintenance Agreement	101-4351-42210		05/21/2025	550.00
Vendor 000719 - SYN-TECH SYSTEMS Total:						550.00
Department 4351 - AIRPORT EXPENSE Total:						550.00

Expense Approval Report by Department

Payment Dates: 5/28/2025 - 5/29/2025

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount	
Department: 4351 - AIRPORT EXPENSE						
Vendor: 000275 - HEIMAN INC						
HEIMAN INC	52948	Fire Extinguisher Inspections/Maintenance	101-4351-42210		79.00	
					Vendor 000275 - HEIMAN INC Total:	79.00
Vendor: 005394 - INFOTECH SOLUTIONS LLC						
INFOTECH SOLUTIONS LLC	24844	Computer & Software Subscription Fees	101-4351-42160		32.05	
					Vendor 005394 - INFOTECH SOLUTIONS LLC Total:	32.05
Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	10224248	Airport Master Plan - Planning/Aeronautical Survey	101-4351-54300	AIRPORT MASTER PLAN STUDY - REIMBURSABLE	13,300.00	
					Vendor 004273 - KLJ ENGINEERING LLC Total:	13,300.00
					Department 4351 - AIRPORT EXPENSE Total:	13,411.05