

MADISON MUNICIPAL AIRPORT BOARD

AGENDA

10/21/2025

6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order

Roll Call:

Approve September 2025 Minutes

Approve October 21, 2025, Agenda

Appearances/Acknowledgements/Correspondence

- 1) Acknowledge KLJ Status Report – October 3, 2025
- 2) Acknowledge Fuel Report – October 2025

UNFINISHED BUSINESS

Fence Line repairs and trees.

Painting Fuel tanks

Open spot on board

NEW BUSINESS

AWOS – Updates and alternatives to management.

Ratify Bills-

Public Comment

Announcements

- 1) Next Meeting – November 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

9/16/25

6:00pm - Airport Lobby - 1600 Airport Drive

Call to Order 18:00 hrs

Roll Call: Ken Johnson, Dave Gilbert, Tim Peters, Roy Brown ex-officio Mayor Lindsay
Absent: Morris Riggan, Matt Wollman: Guest: Charlie Keppen, Mason Stolle(KLJ)

Approve August 2025 Minutes: Motion to approve by Roy, 2nd by Dave, motion carried

Approve September 16, 2025, Agenda: Motion to approve by Dave, 2nd by Ken motion carried

Appearances/Acknowledgements/Correspondence

- 1) Acknowledge KLJ Status Report –September,2025:Mason reported most work has been completed. Need to strip taxi lane, and remove fence.
- 2) Acknowledge Fuel Report – September 2025: Tim reviewed the fuel report with the board.

UNFINISHED BUSINESS

Fence Line clean up update: City has been asked to get trees out of fence, but nothing heard about time line yet.

Key asked about painting fuel tanks – The airport manager has requested quotes from a couple of entities but nothing has been received yet.

NEW BUSINESS:

Open spot on the board: Matt Wollman will be leaving the board because of work obligations.

New Hanger: Charlie Keppen told the board he wants to build a hanger. He will bring plans to the next board meeting.

Ratify Bills- Motion to ratify bills 8/1/25, 8/13/25, 8/20/25, 8/27/25, by Roy, 2nd by Dave, motion carried

Public Comment: Mayor Lindsay said the city is being pro-active and making a 15% budget cut for the coming year because the SD Legislature is proposing a property tax cut. The airport has also been asked to cut 15%.

Roy asked Mason about safety lighting responsibility on the new hanger being constructed. Mason will look into the lighting responsibility

Announcements

- 1) Next Meeting – March 18,2025

Motion to Adjourn : 18:25 Tim adjourn meeting

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

September 30, 2025

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 IJJA AIG #3-46-0029-026-2024

KLJ submitted the design closeout report to SDDOT and FAA on June 23, 2025. Closeout is being reviewed.

Reconstruct Apron and Taxilane – Construction

KLJ #2505-00156 IJJA AIG #3-46-0029-027-2025 and AIP #3-46-0029-028-2025

Soukup Construction Inc. of Sioux Falls, SD is the Prime Contractor. Construction started on July 14.

September work on the construction project included paving asphalt, seeding and mulching, and pavement marking.

The Final inspection was conducted with staff from the SDDOT, City, and Airport on September 30th. The FAA closeout report will be started by KLJ.

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

KLJ #2505-00147 AIP #3-46-0029-029-2026 (FY2026 grant)

KLJ did the field work for the survey control data and the ground survey. KLJ has provided NV5 (the imagery subconsultant) the survey control data and NV5 is now processing the imagery from the ground survey data. The field data collection is complete, and we are now in the aerial imagery and GIS data processing phase.

The Planning Advisory Committee (PAC) held the kickoff meeting on July 29 at the airport. The PAC discussed planning topics that are important to the airport and community. KLJ is in the process of drafting airport inventory, aviation activity forecasts, critical design aircraft, and facility requirements. The airport is currently working on providing KLJ with operations data. KLJ is reviewing based aircraft that has recently been updated by the state.

KLJ will review the information with the PAC at the second meeting. The next project meeting is expected to be scheduled this fall.

OTHER ITEMS

The Pavement Maintenance project is complete.

The FAA grant preapplications for FY2026 have been completed and sent to the FAA.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

Sign grant preapplications.



ITEMS REQUIRING ACTION BY FAA/SDDOT

Review FY26 preapplications.

Reported by: Aaron Storm, KLJ Engineering

Aaron.Storm@kljeng.com

cc: Michelle Basquin, FAA DAK-MIN ADO
David Ferrell, FAA DAK-MIN ADO
Jon Becker, SDDOT
Brock Antijunti, SDDOT
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

Michelle.C.Basquin@faa.gov
David.E.Ferrell@faa.gov
Jon.Becker@state.sd.us
Brock.Antijunti@state.sd.us
Nancy.Hiller@state.sd.us
Roy.Lindsay@cityofmadisonsd.com
Amy.Sad@cityofmadisonsd.com
Barbara.Minnick@cityofmadisonsd.com
Heather.Peterson@cityofmadisonsd.com
finance@cityofmadisonsd.com
Brady.Brockel@kljeng.com
Jake.Braunagel@kljeng.com

AvGas	2023			2024			2025		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses
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	3,263.65	\$ 18,796.29	\$ 32,880.38
July	8,258.41	\$ 44,132.11	\$ 35,129.59	6,101.48	\$ 33,769.12	\$ 23,066.90	4,005.11	\$ 22,508.67	\$ -
August	5,258.68	\$ 29,498.53	\$ 41,358.17	4,700.46	\$ 28,625.75	\$ -	2,993.19	\$ 16,912.06	\$ 33,939.42
September	3,747.97	\$ 21,702.57	\$ -	4,604.63	\$ 28,042.19	\$ 35,040.00	3,379.48	\$ 19,465.86	\$ -
October	4,885.66	\$ 29,753.62	\$ 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	26,231.38	\$148,723.59	\$102,237.68

Jet Fuel	2023			2024			2025		
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses
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	249.55	\$ 1,122.98	\$ -
July	5,916.24	\$ 24,341.17	\$ 15,346.98	7,147.69	\$ 30,529.91	\$ 19,920.00	6,180.18	\$ 28,307.49	\$ 15,433.50
August	2,258.63	\$ 9,305.56	\$ 11,948.75	7,392.56	\$ 35,853.88	\$ 33,046.90	7,301.73	\$ 36,054.00	\$ 36,052.10
September	746.56	\$ 3,075.83	\$ -	1,390.60	\$ 6,744.41	\$ -	1,353.91	\$ 6,485.27	\$ -
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	17,084.12	\$81,082.91	\$57,381.20

Total Gallons	60,639.80		64,932.78		43,315.50
Total Revenue	\$317,618.06	\$335,972.95	\$229,806.50		
Total Fuel Purchased	\$247,465.77	\$282,028.82	\$159,618.88		

FUELMASTER TRANSACTION LISTING

TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 9/1/2025
Time: 12:00:00AM

To Date: 9/30/2025
Time: 11:59:59PM

Page 6 of 6

Print Date: 10/7/2025 Time: 3:05:52PM

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	10	1,353.91 GL	6,485.27
<u>Product</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
2	100LL Av. Gas	62	3,379.48 GL	19,465.86
Total Product Summary:		72	4,733.39	25,951.13

Expense Approval Report by Department

Vendor Name Payable Number
 Department: 4351 - AIRPORT EXPENSE
 Vendor: 005394 - INFOTECH SOLUTIONS LLC
 INFOTECH SOLUTIONS LLC 25569

Payment Dates: 9/24/2025 - 9/25/2025
 Amount

Description (Item)	Account Number	Project Account Name
Monthly Software & Maintenance	101-4351-42160	
RSINet Data Services - Qtr. 3 & Qtr. 4	101-4351-42210	
Septic Bug Pails	101-4351-43260	

Vendor: 000832 - REMOTE SYSTEMS INTEGRATION
 REMOTE SYSTEMS INTEGRAT... 8765

Vendor 005394 - INFOTECH SOLUTIONS LLC Total: 32.28

32.28

Vendor: 006312 - TEAM LABRATORY CHEMICAL CORP
 TEAM LABRATORY CHEMICAL... INV0047792

Vendor 000832 - REMOTE SYSTEMS INTEGRATION Total: 360.00

70.50

Vendor 006312 - TEAM LABRATORY CHEMICAL CORP Total: 70.50

70.50

Department 4351 - AIRPORT EXPENSE Total: 462.78

462.78

Expense Approval Report by Department

Post Dates: 9/3/2025 - 9/3/2025

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Post Date	Amount
Department: 4351 - AIRPORT EXPENSE Vendor: 004273 - KLJ ENGINEERING LLC						
KLJ ENGINEERING LLC	2997	Airport Master Plan - Planning/Aeronautical Survey	101-4351-54300	AIRPORT MASTER PLAN STUDY - REIMBURSABLE	09/03/2025	50,914.19
KLJ ENGINEERING LLC	4736	MDS - Recon. Apron & Taxilane - Construction Phase	101-4351-54330	FBO APRON & TAXILANE-CONST REIMB	09/03/2025	39,558.43
Vendor: 004273 - KLJ ENGINEERING LLC Total:						90,472.62
Vendor: 006293 - SOUKUP CONSTRUCTION INC						
SOUKUP CONSTRUCTION INC 2						
		Reconstruct Apron and Taxilane	101-4351-54330	FBO APRON & TAXILANE-CONST REIMB	09/03/2025	88,416.69
Vendor: 006293 - SOUKUP CONSTRUCTION INC Total:						88,416.69
Department 4351 - AIRPORT EXPENSE Total:						178,889.31

9/10/25

Expense Approval Report by Department
Payment Dates: 9/5/2025 - 9/11/2025

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 000181 - APPEARA					
APPEARA	1106848	Mat Rental - Airport	101-4351-42210		57.77
APPEARA	1111055	Mat Rental - Airport	101-4351-42210		53.40
APPEARA	1113282	Mat Rental - Library	101-4351-42210		29.40
Vendor 000181 - APPEARA Total:					140.57
Vendor: 005006 - BLUEPEAK					
BLUEPEAK	INV0006136	Phone & Internet	101-4351-42160		1,223.42
Vendor: 006159 - MIDWEST PETROLEUM EQUIPMENT LLC					1,223.42
MIDWEST PETROLEUM EQUI... 34165					
Vendor 006159 - MIDWEST PETROLEUM EQUIPMENT LLC Total:					573.50
Department 4351 - AIRPORT EXPENSE Total:					1,937.49