

**MADISON MUNICIPAL AIRPORT BOARD**

**Agenda**

**5/19/2026**

**6:00pm - Airport Lobby - 1600 Airport Drive**

**Call to Order**

**Roll Call:**

**Approve: April 21,2026 Minutes**

**Approved May 19,2026 Agenda**

**Appearances/Acknowledgements/Correspondence**

- 1) Acknowledge KLJ Status Report –
- 2) Acknowledge Fuel Report –

**UNFINISHED BUSINESS**

Paint Fuel Tanks  
Gate Repairs

**NEW BUSINESS**

**Ratify Bills-**

**Public Comment**

**Announcements**

- 1) Next Meeting – June 16,2026

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

## Minutes

4/20/2026

6:00pm - Airport Lobby - 1600 Airport Drive

**Call to Order: 1800 hrs**

**Roll Call:** Ken Johnson, Roy Brown, Morris Riggin, Dave Gilbert, Tim Peters

**Approve: March 17 2026 Minutes ;** motion to approve by Dave, 2<sup>nd</sup> by Ken

**Approve April 21,2026 Agenda :** motion to approve by Ken, 2<sup>nd</sup> Dave

### **Appearances/Acknowledgements/Correspondence**

1) Acknowledge KLJ Status Report –March 27,2026 – Updates on Planning meeting coming up on May 19<sup>th</sup> at 3pm. New ALP with obstacles (Trees on both ends of the runway) The 2025 Project is closed out with the financial just waiting for the close out letter

2) Acknowledge Fuel Report – March 2026:

### **UNFINISHED BUSINESS**

Airport Conference update- Tim told about his experience at the conference he highly recommends everyone going and seeing what is happening. The FAA was there to discuss grant funding and how the process goes.

Wilde Air Service Lease: motioned to approve by Ken, 2<sup>nd</sup> by Dave Carried

### **NEW BUSINESS**

Resolution to increase Land Lease fees : Motion to approve by Roy, 2<sup>nd</sup> by Ken approved

Sale of hangar 1724 from East River Air to Wilde Air LLC. Motion to approve by Tim, 2<sup>nd</sup> by Dave

KLJ brought up the issue of the taxi lane as it is a Group 1 so if they have Group 2 airplanes they need to be aware of the issues of sizing and weight. For regards to safety it was noted not to do AG loading from the hangar.

Wilde install water to hangar 1724: Wilde will discuss with other Hangar owners to split cost of the installation of a water line to his hangar.

**Ratify Bills-** Motion to approve ratification Dave 2<sup>nd</sup> by Roy Hold on paying the American Fence payment due to issues Identified with the gates installed.

### **Public Comment;**

### **Announcements**

1) Next Meeting – May 19,2025

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.**

## Airport Project Status

April 24, 2026

Madison Municipal Airport

### CLIENT CONTACT PERSONS AND ADDRESSES

Morris Riggin, Airport Manager

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Madison, SD 57042

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Ryan Hegg, Director of Engineering and Community Development

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Madison, SD 57042

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### WORK IN PROGRESS

#### Reconstruct Apron and Taxilane – Construction

KLJ #2505-00156

IJA AIG #3-46-0029-027-2025 and AIP #3-46-0029-028-2025

Soukup Construction Inc. of Sioux Falls, SD is the Prime Contractor. The work started on July 14 and the reconstruction's final inspection was done on September 30.

KLJ submitted the FAA Closeout Report on November 24, 2025. Nancy Hiller with SDDOT sent the Ready for Closeout Report on November 25, 2025.

On December 29, 2025, FAA's Michelle Basquin emailed that Grant 027 Closeout was accepted for final grant payment.

On December 31, 2025, FAA's Michelle Basquin email that Grant 028 Closeout was accepted for final grant payment.

The Closeout Letter will be anticipated soon for both 27 and 28 grants.

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

KLJ #2505-00147

IJA AIG #3-46-0029-029-2026 and AIP #3-46-0029-030-2026 (pending)

KLJ completed the field survey work for control data and ground survey. KLJ has provided NV5 (the imagery subconsultant) with the survey control data and NV5 has completed the processing of the aerial imagery data. KLJ and NV5 are in the data review phase of the aerial imagery and GIS data.

The Planning Advisory Committee (PAC) held the kickoff meeting on July 29, 2025, at the airport. The PAC discussed planning topics that are important to the airport and community. The second project meeting was held on November 18, 2025. KLJ reported that inventory gathering is mostly completed, and critical design aircraft has been drafted and submitted to FAA/State on November 17. The airport provided KLJ with updated airport inventory and operational data which KLJ will incorporate into the chapters after receiving comments from FAA and SDDOT. FAA sent a determination of the Critical Aircraft approval on March 30, 2026.

Obstacle data has been received from NV5 and obstacle analysis of the existing runways were completed. This is being incorporated into draft Chapters 2 and 3 which will be sent to FAA and SDDOT for review soon. KLJ completed the research on property records and is continuing to draft the Exhibit "A" Property Map and existing conditions of the Airport Layout Plan.

The next Planning Advisory Committee meeting will be scheduled to review facility requirements and begin developing the planning alternatives. KLJ has requested the date of May 19 as a date for the PAC to have its next meeting.



**OTHER ITEMS**

A new hangar for 2026 construction was reviewed for site location by the airport board. KLJ submitted the Obstacle Evaluation/Airport Airspace Analysis (OE/AAA) on January 30, 2026.

The OE/AAA case has been reviewed and is approved.

**ITEMS REQUIRING ACTION BY CITY/AIRPORT**

None.

**ITEMS REQUIRING ACTION BY FAA/SDDOT**

Send Closeout Letters for Madison grants 27 and 28.

Review Grant Applications for planning grants 29 and 30.

Reported by: Aaron Storm, KLJ Engineering

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cc:

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Madison Municipal Airport Fuel Sales YTD

AvGas	2024			2025			2026			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
January	1,072.91	\$ 5,160.70	\$ 7,409.50	419.31	\$ 2,260.41	\$ -	1,908.76	\$ 10,269.15	\$ -			
February	3,465.26	\$ 16,667.88	\$ -	2,355.16	\$ 12,694.30	\$ -	1,596.69	\$ 8,590.22	\$ -			
March	3,350.01	\$ 16,530.31	\$ 33,447.72	2,890.20	\$ 15,575.00	\$ -	2,577.80	\$ 13,868.60	\$ -			
April	3,395.52	\$ 16,875.73	\$ 7,323.60	3,149.66	\$ 18,083.79	\$ 35,417.88	1,752.88	\$ 10,969.66	\$ -			
May	3,898.56	\$ 19,375.86	\$ 28,276.92	3,775.62	\$ 22,427.21	\$ -						
June	4,126.87	\$ 21,842.64	\$ 29,729.73	3,263.65	\$ 18,796.29	\$ 32,880.38						
July	6,101.48	\$ 33,769.12	\$ 23,066.90	4,005.11	\$ 22,508.67	\$ -						
August	4,700.46	\$ 28,625.75	\$ -	2,993.19	\$ 16,912.06	\$ 33,939.42						
September	4,604.63	\$ 28,042.19	\$ 35,040.00	3,379.48	\$ 19,465.86	\$ -						
October	3,992.30	\$ 23,332.42	\$ 33,923.28	2,619.95	\$ 15,090.98	\$ -						
November	2,480.91	\$ 14,339.63	\$ -	1,994.82	\$ 10,996.98	\$ 31,036.12						
December	2,170.41	\$ 12,517.34	\$ 23,429.47	570.90	\$ 3,071.43	\$ -						
<b>Totals</b>	<b>43,359.32</b>	<b>\$237,079.57</b>	<b>\$221,647.12</b>	<b>31,417.05</b>	<b>\$177,882.98</b>	<b>\$133,273.80</b>	<b>7,836.13</b>	<b>\$43,697.63</b>	<b>\$0.00</b>			

Jet Fuel	2024			2025			2026			Purchases		Current Sale Price
	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Revenue	Expenses	Gallons	Price/Gal	
January	180.33	\$ 842.14	\$ -	-	\$0.00	\$ -	180.06	\$837.28	\$ -			
February	283.46	\$ 1,323.76	\$ -	-	\$0.00	\$ -	320.36	\$1,489.67	\$ -			
March	689.44	\$ 3,219.69	\$ -	162.19	\$771.34	\$ -	1,269.06	\$6,257.27	\$ 7,080.00			
April	1,255.15	\$ 5,861.56	\$ -	1,001.00	\$4,581.81	\$ 5,895.60	-	\$0.00	\$ -			
May	1,153.90	\$ 5,388.72	\$ -	835.56	\$3,760.02	\$ -						
June	1,263.54	\$ 5,167.88	\$ 7,414.80	249.55	\$1,122.98	\$ -						
July	7,147.69	\$ 30,529.91	\$ 19,920.00	6,180.18	\$28,307.49	\$ 15,433.50						
August	7,392.56	\$ 35,853.88	\$ 33,046.90	7,301.73	\$36,054.00	\$ 36,052.10						
September	1,390.60	\$ 6,744.41	\$ -	1,353.91	\$6,485.27	\$ -						
October	550.76	\$ 2,671.18	\$ -	570.27	\$2,731.59	\$ -						
November	216.03	\$ 1,047.75	\$ -	700.17	\$3,297.81	\$ 6,615.00						
December	50.00	\$ 242.50	\$ -	591.24	\$2,749.26	\$ -						
<b>Totals</b>	<b>21,573.46</b>	<b>\$98,893.38</b>	<b>\$60,381.70</b>	<b>18,945.80</b>	<b>\$89,861.57</b>	<b>\$63,996.20</b>	<b>1,769.48</b>	<b>\$8,584.22</b>	<b>\$7,080.00</b>			

Total Gallons	64,932.78			50,362.85			9,605.61					
Total Revenue		\$335,972.95			\$267,744.55			\$52,281.85				
Total Fuel Purchased			\$282,028.82			\$197,270.00			\$7,080.00			

# FUELMASTER TRANSACTION LISTING

## TRANSACTIONS LISTED BY PRODUCT CODE

From Date: 4/1/2026  
Time: 12:00:00AM

To Date: 4/30/2026  
Time: 11:59:59PM

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Print Date: 5/5/2026 Time: 3:21:13PM

Transactions for **PRODUCT CODE: 02 100LL Av. Gas**

Last Read  
Next PM  
Miles Until

Summary for **PRODUCT CODE : 02**

	<u>Quantity</u>	<u>Total</u>
Total for 42 transactions	1,752.88	10,969.66

Last Read  
Next PM  
Miles Until

**Product Summary for all Transactions**

<u>Product</u>	<u>Description</u>	<u>Transactions</u>	<u>Quantity</u>	<u>Total Cost</u>
2	100LL Av. Gas	42	1,752.88GL	10,969.66
<b>Total Product Summary:</b>		<b>42</b>	<b>1,752.88</b>	<b>10,969.66</b>

Expense Approval Report by Department

Payment Dates: 4/1/2026 - 4/1/2026

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
Department: 4351 - AIRPORT EXPENSE					
Vendor: 005006 - BLUEPEAK					
BLUEPEAK	INV0007333	Phone & Internet - 074965301	101-4351-42160		283.69
Vendor 005006 - BLUEPEAK Total:					283.69
Department 4351 - AIRPORT EXPENSE Total:					283.69

Expense Approval Report by Department

Post Dates: 4/9/2026 - 4/15/2026

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
<b>Department: 4351 - AIRPORT EXPENSE</b>					
<b>Vendor: 006345 - PETERS/TIM</b>					
PETERS/TIM	23377	Travel Reimb. (Airport Conference)	101-4351-42710		585.75
<b>Vendor 006345 - PETERS/TIM Total:</b>					<b>585.75</b>
<b>Vendor: 000832 - REMOTE SYSTEMS INTEGRATION</b>					
REMOTE SYSTEMS INTEGRAT...	4Q3F0V6U-0001	RSINet Data Services - Qtr. 2	101-4351-42210		180.00
<b>Vendor 000832 - REMOTE SYSTEMS INTEGRATION Total:</b>					<b>180.00</b>
<b>Department 4351 - AIRPORT EXPENSE Total:</b>					<b>765.75</b>

Expense Approval Report by Department

Payment Dates: 4/29/2026 - 4/29/2026

Vendor Name	Payable Number	Description (Item)	Account Number	Project Account Name	Amount
<b>Department: 4351 - AIRPORT EXPENSE</b>					
<b>Vendor: 005394 - INFOTECH SOLUTIONS LLC</b>					
INFOTECH SOLUTIONS LLC	27060	Monthly Software & Maintenance	101-4351-42160		141.42
<b>Vendor 005394 - INFOTECH SOLUTIONS LLC Total:</b>					<u>141.42</u>
<b>Vendor: 005440 - RIGGIN/MORRIS A</b>					
RIGGIN/MORRIS A	INV0007447	Fuel Stipend - 4th Qtr 2025	101-4351-42210		1,761.84
<b>Vendor 005440 - RIGGIN/MORRIS A Total:</b>					<u>1,761.84</u>
<b>Department 4351 - AIRPORT EXPENSE Total:</b>					<u>1,903.26</u>