

MENOMONIE AIRPORT COMMISSION

Wednesday
April 2, 2025
6:00 PM

City Council Chambers, City Hall (800 Wilson Avenue)



**A
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Regular Meeting

1. Roll Call.
2. Public Comments.
3. Review Minutes from February 19, 2025 Airport Commission Meeting.
4. Discuss UNICOM frequency change from 122.7 MHz to 123.075 MHz approval, effective June 12, 2025 (no action).
5. Discuss Proposed Dunn County Solar Array (no action).
6. Discuss/Recommend Proposed Vertical Bridge Cellular Tower on 630th Avenue / CTH E.
7. Discuss/Approve Increasing Private Hangar Lease Rates from \$240 per year to \$320 per year when allowed by each hangar lease.
8. Discuss/Approve Increasing Multi-Hangar Lease Rates from \$120 per hangar space per year (or a total of \$1,680 per year) to \$160 per hangar space per year (or a total of \$2,240 per year) in January 2026.
9. Discuss/Approve Commission Approval Process for Special Event Requests.
10. Airport Manager's Report.
11. Set Next Meeting Date/Time.
12. Adjourn.

“PUBLIC ACCESS”

Notice is hereby given that members of the Common Council may be present at the foregoing meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W.2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.

NOTE: Upon reasonable notice, efforts will be made to accommodate individuals with disabilities. For additional information or to request the service, contact the City Clerk or the City Administrator at 232-2221.

**PLEASE CONTACT PAM at (232-2221 x1000) or pwildner@menomonie-wi.gov
IF YOU ARE UNABLE TO ATTEND THE MEETING.**

Menomonie Airport Commission
Meeting Minutes
February 19, 2024

The Menomonie Airport Commission was called to order by Mayor Knaack at 6:00 pm on Wednesday, February 19, 2025 in the Council Chambers at City Hall. Commission Members present included: Dr. Dan Johnson, Randy Sommerfeld, Earl Wildenberg and Steven Lee. Kerry McCauley was absent. Others in attendance included: Eric Atkinson (City of Menomonie), David Schofield (City of Menomonie), Darrel Gibson (Gibson Aviation), Reuben Riek and Tim Olson

Knaack asked for public comments. No public comments were received.

Wildenberg moved to approve the January 15, 2025 minutes. Seconded by Sommerfeld. Motion carried.

Sommerfeld moved to approve the January 29, 2025 minutes. Seconded by Wildenberg. Motion carried.

Commission discussed potential adjustments of private hangar lease rates. Knaack noted that he has tasked city staff to identify methods of increasing revenue in all departments and that increasing private hangar lease rates would be one possibility. Schofield noted there are seventeen private hangar leases not including the multi-hangar or the FBO hangar. All are for 20 years and have a lease rate of \$240 per year. The leases allow for periodic lease rate adjustments but no adjustments have been made since at least 2009. Johnson suggested that the adjustments, when made, should be tied to the Minneapolis Federal Reserve Inflation Index. Schofield noted that the \$240 in 2009 dollars was worth \$351 in 2024 dollars. Schofield noted that the current rate works out to approximately \$0.09 per square foot whereas Boyceville and Eau Claire were at \$0.21 and \$0.34 per square foot as of July 2023. Knaack asked Olson and Riek of their opinion on the matter and both indicated that an inflationary increase was reasonable. Knaack asked Gibson of his opinion on the matter and Gibson indicated that the Commission should review lease rates for New Richmond, Osceola, Amery and Siren and that WisBOA does a survey or airport rates that might be helpful. No action taken.

Gibson provided the Airport Manager's Report which included inspection checklists. Gibson noted that UW-Stout will be holding a super mileage event in April. Gibson noted that the runway lights on 18/36 would not turn off, which was repaired by NEO Electric. Knaack asked about fuel prices. Schofield noted that he had reviewed fuel prices on the website suggested by Gibson, 100LL.com, and found that KLUM's prices for 100LL and Jet A were approximately \$0.75 and \$1.12 less per gallon, respectively, than the average of all self service providers within 100 nautical miles. Riek noted that he had recently purchased full service Jet A in Waukesha for only \$0.39 more than KLUM's current self service cost. Gibson noted that KLUM's low prices draw in transient customers. Commission discussed the courtesy car and generally felt that markings should be added to ensure pilots understood which vehicle it was. Atkinson noted that the City recently hired a

communications specialist who could assist with marketing of the airport. Knaack thanked Gibson for the detailed report. No action taken.

The next meeting was tentatively set for Wednesday April 2, 2025. No formal action taken.

Wildenberg moved to go into closed session under Wisconsin Statutes 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified business, whenever competitive or bargaining reasons require a closed session to discuss Gibson Aviation Services, LLC Performance Review. Seconded by Sommerfeld. Motion carried unanimously on a roll call vote.

Sommerfeld moved to reconvene in open session under Wisconsin Statutes 19.85(2). Seconded by Lee. Motion carried unanimously on a roll call vote.

Lee moved to direct Johnson to finalize and send a letter to Gibson Aviation Services, LLC as discussed in closed session. Seconded by Wildenberg. Motion carried unanimously.

Sommerfeld moved to adjourn at 7:33 pm. Seconded by Wildenberg. Motion carried.

Submitted by: David Schofield, Recording Secretary



City of Menomonie
David Schofield

Director of Public Works
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1020
dschofield@menomonie-wi.gov

TO: Airport Commission
FROM: David Schofield, Director of Public Works
SUBJECT: UNICOM Frequency Change
DATE: April 2, 2025 Airport Commission Meeting

In August 2024, the Airport Commission noted that KLUM's current UNICOM Frequency is shared with South St. Paul Airport which has resulted in "stepped on" transmissions and directed City Staff to prepare and file all necessary FAA and FCC applications. In September 2024, the Airport Commission selected 123.075 MHz as the desired frequency based upon the lack of conflicts.

City Staff, with assistance from SEH, completed the applications. FCC approved KLUM's application on March 12, 2025. FAA approved KLUM's application on March 21, 2025, effective June 12, 2024.

Therefore, KLUM's new UNICOM Frequency of 123.075 MHz will go into effect on June 12, 2025.

The Airport Manager shall issue a NOTAM regarding this change. The Airport Manager shall also post a copy of this memo at the Terminal Building and distribute a copy of and post and distribute a copy of this memo to notify airport users of this impending change.

No formal action is required at this time.



David Schofield <dschofield@menomonie-wi.gov>

0011407253 - MENOMONIE, CITY OF

WTBMDLicensing <WTBMDLicensing@fcc.gov>
To: "dschofield@menomonie-wi.gov" <dschofield@menomonie-wi.gov>

Wed, Mar 12, 2025 at 9:02 AM

Good morning,

FCC Application 0011407253 has been granted, please notify the FAA of the change of UNICOM frequency for Menomonie Municipal Airport from 122.7 MHz to 123.075 MHz.

Thank You,

WTB/Mobility Division

Federal Communications Commission





David Schofield <dschofield@menomonie-wi.gov>

0011407253 - MENOMONIE, CITY OF

Melissa Underwood <munderwood@sehinc.com>

To: David Schofield <dschofield@menomonie-wi.gov>, Ryan Falch <rfalch@sehinc.com>

Fri, Mar 21, 2025 at 1:33 PM

Good afternoon, David,

The FAA has processed the UNICOM frequency change for LUM. This change has an effective date of June 12, 2025. The change will be reflected in the FAA databases and publications at that time.

The FAA recommends a NOTAM be issued regarding the frequency change and the upcoming effective date of June 12, 2025 to start getting pilots aware of the upcoming change.

We will keep you posted as the date gets closer and if we hear anything else.

Thanks,

Melissa

From: David Schofield <dschofield@menomonie-wi.gov>

Sent: Wednesday, March 12, 2025 10:48 AM

To: Melissa Underwood <munderwood@sehinc.com>; Ryan Falch <rfalch@sehinc.com>

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City of Menomonie
David Schofield

Director of Public Works
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1020
dschofield@menomonie-wi.gov

TO: Airport Commission
FROM: David Schofield, Director of Public Works
SUBJECT: Proposed Dunn County Solar Array
DATE: April 2, 2025 Airport Commission Meeting

City Staff were recently provided with concept site plans for Dunn County's proposed solar array near the Judicial Center. The proposed solar array would be located less than 0.3 miles west/southwest of the west end of Runway 09/27.

A copy of the concept plan and City Staff's correspondence is attached.

City Staff will be meeting with the provider on April 1 to discuss their proposal.

At this time, the provider has not provided sufficient information to allow a determination to be made regarding whether the proposed solar array would be hazardous to aviation.

City Staff will continue to work with the provider and will bring this matter back to the next Airport Commission meeting.

No formal action is required at this time.

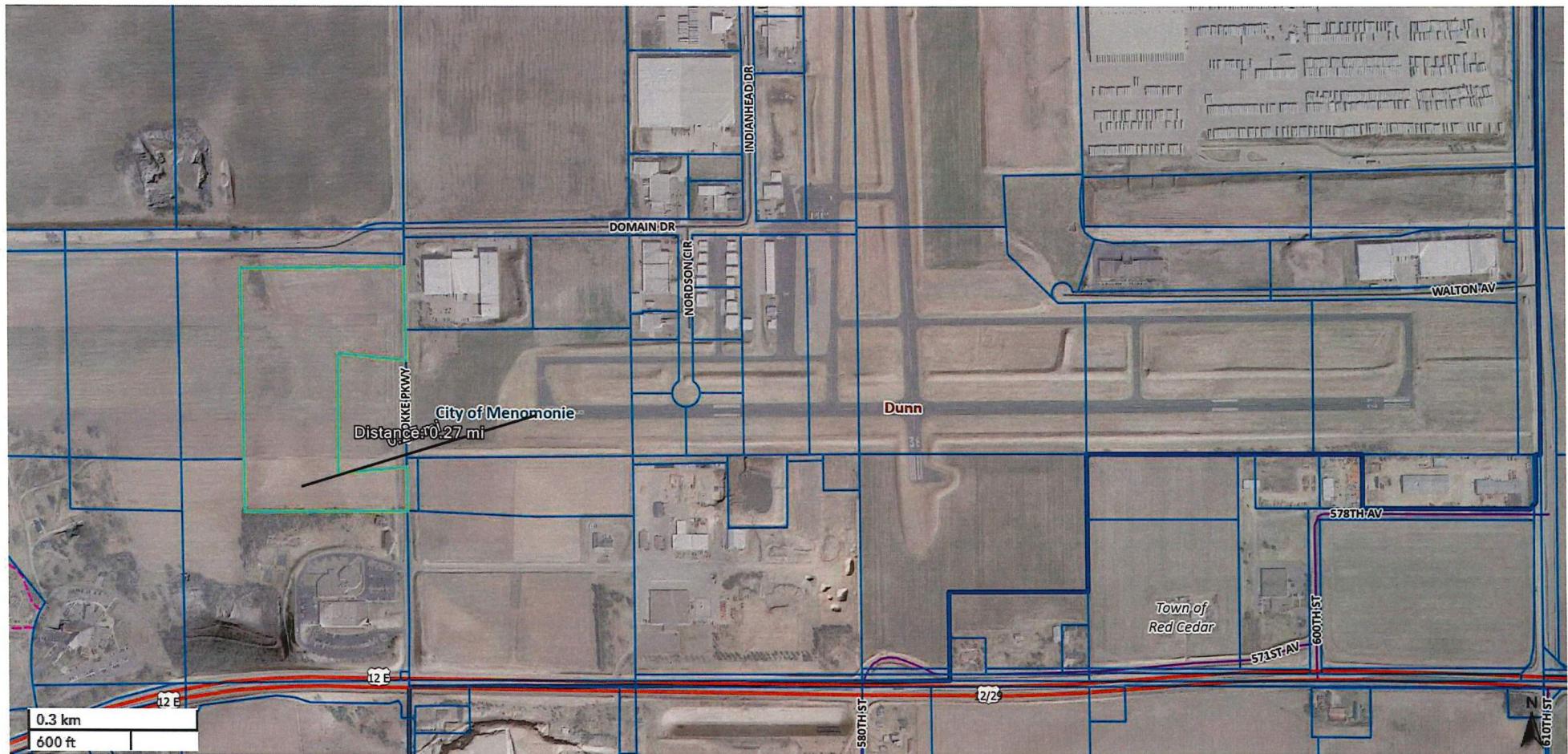


Dunn County, WI

Proposed Dunn County Solar Array

Stokke Parkway

Created by:



This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes. This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Date created: 3/28/2025

Last Data Uploaded: 3/27/2025 11:32:53 PM

Developed by





David Schofield <dschofield@menomonie-wi.gov>

C. Menomonie, Dunn County Solar Array, Airport Overlay Zoning

David Schofield <dschofield@menomonie-wi.gov>

Mon, Mar 24, 2025 at 10:49 AM

To: jstini@veregy.com

Cc: "Dunbar, Dan" <ddunbar@co.dunn.wi.us>, Kim Gerth <kgerth@menomonie-wi.gov>

Jason,

Thanks for the phone call regarding the proposed Dunn County Solar Array.

To confirm our discussion:

1. Veregy has proposed to construct a solar array on county owned land north of the Judicial Center and west of Stokke Parkway. I understood this to be Parcel # 1725122812194200004, but it may stretch further to the west.
2. The site, as I understand it, would be in either Zone 1 or Zone 2 of the City's Airport Overlay Zoning. See: https://www.menomonie-wi.gov/DocumentCenter/View/383/Airport_Zoning_2017-PDF?bidId=
3. City Code 10-20-3 prohibits "Glare Producing Materials...which are hazardous to aviation, or result in glare in the eyes of pilots using the airport" in Zone 1 and Zone 2. See: https://codelibrary.amlegal.com/codes/menomoniewi/latest/menomonie_wi/0-0-0-7915
4. You would need to provide a sun angle study showing that the glare from the proposed solar array would not result in glare in the eyes of pilots. I presume this study would include at various times of the day at various days in the year.
5. We tentatively scheduled a meeting for your engineer and I on Tuesday April 1 at 1pm. If this date/time changes please let me know.

Respectfully Submitted,

David Schofield, P.E.
Director of Public Works
City of Menomonie
800 Wilson Ave
Menomonie WI 54751
Office: 715.232.2221 (ext. 1020)
Cell: 715.619.6246

Detailed Layout2





City of Menomonie
David Schofield

Director of Public Works
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1020
dschofield@menomonie-wi.gov

TO: Airport Commission

FROM: David Schofield, Director of Public Works

SUBJECT: Proposed Vertical Bridge Cell Tower

DATE: April 2, 2025 Airport Commission Meeting

City Staff were recently provided with design plans for Vertical Bridge's proposed 149-foot-tall cell tower on 630th Street / CTH E. The proposed cell tower would be located approximately 1.59 miles northeast of the east end of 09/27. The proposed peak elevation (including lighting rod) would be 1041-feet. City Staff note that the design plans do not show FAA obstruction lighting on the proposed cell tower.

City Staff had previously reviewed a concept plan that significantly exceeded the Airport Overlay Height Limitation Map. Vertical Bridge subsequently agreed to reduce the height of the proposed cell tower to bring it into compliance.

Excerpts from the plans and correspondence are attached.

Because the site is located in the Town of Red Cedar, the Dunn County Planning and Zoning Department, and not the City of Menomonie, is the permitting authority for this project. The Airport Commission can only make a recommendation to Dunn County.

City Staff recommends No Objection to Vertical Bridge's proposed 149-foot-tall cell tower on 630th Street / CTH E contingent upon the addition of FAA obstruction lighting.

If the Airport Commission concurs, the appropriate motion would be ***Move to notify Dunn County Planning and Zoning Department that the Airport Commission has No Objection to Vertical Bridge's proposed 149-foot-tall cell tower on 630th Street / CTH E contingent upon the addition of FAA obstruction lighting*** (simple majority).

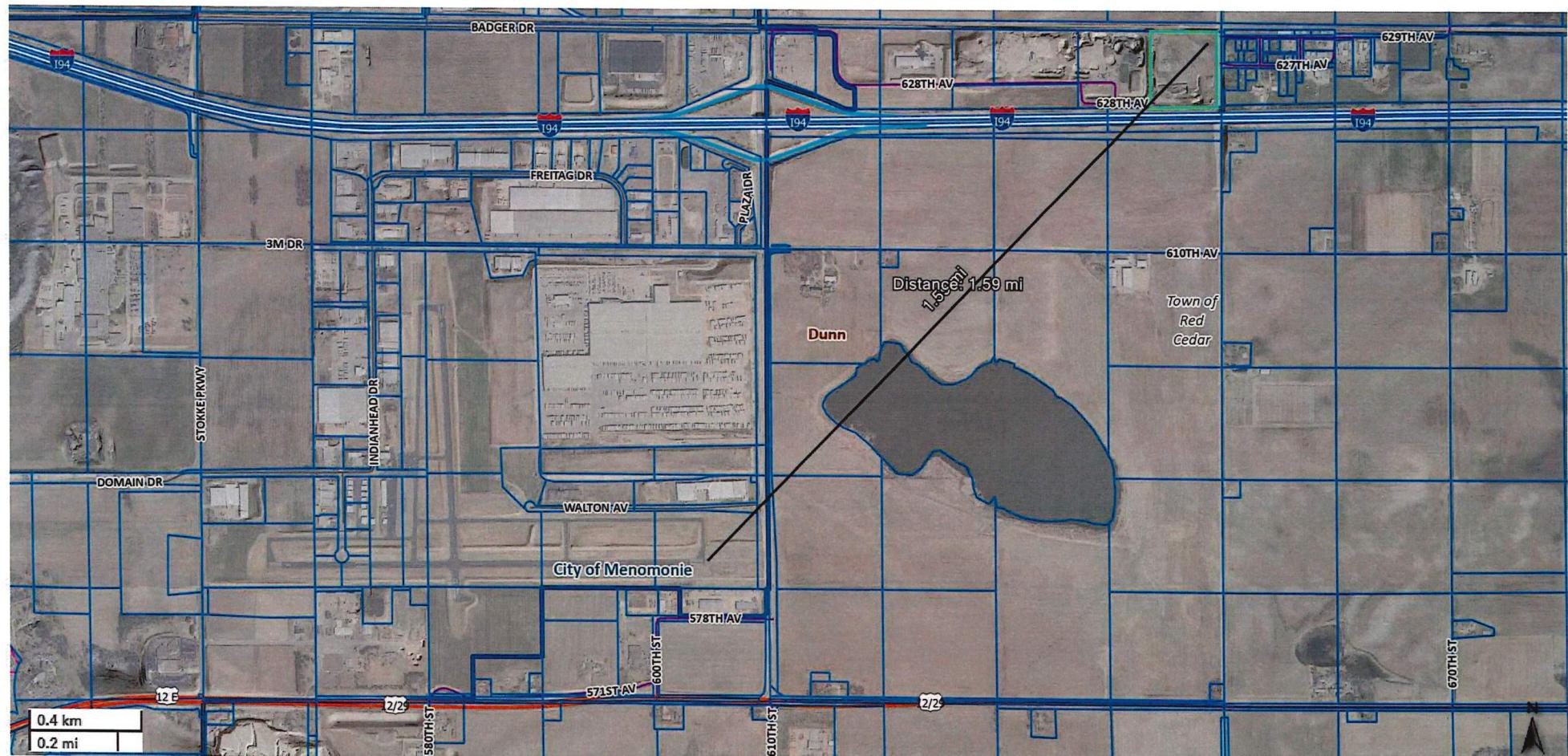


Dunn County, WI

Proposed Vertical Bridge Cell Tower

630th Street / CTH E

Created by:



This map shows the approximate relative location of property boundaries but was not prepared by a professional land surveyor. This map is provided for informational purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes. This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Date created: 3/28/2025

Last Data Uploaded: 3/27/2025 11:32:53 PM

Developed by





David Schofield <dschofield@menomonie-wi.gov>

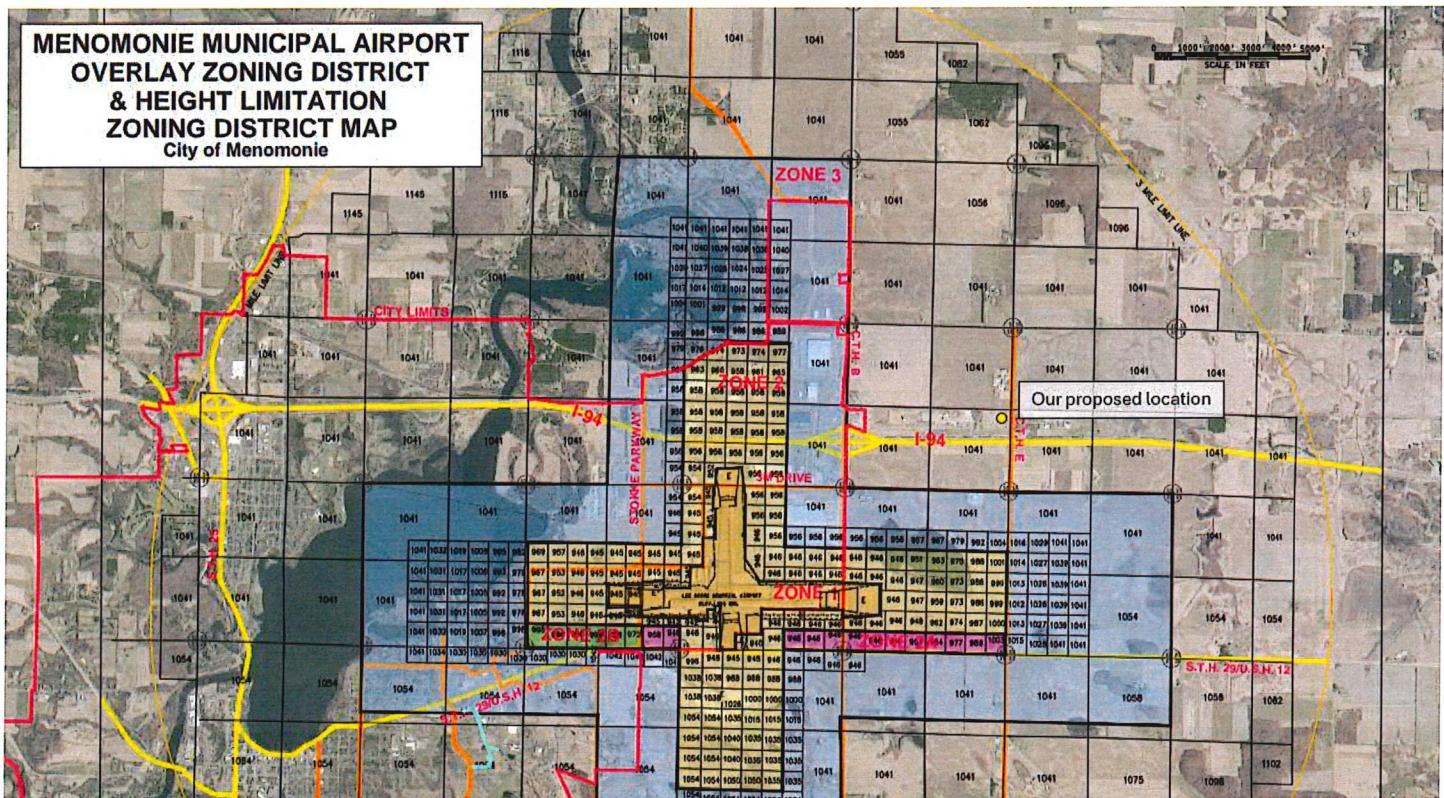
Fwd: Proposed AT&T Tower

Karl Gerber <kgerber@buellconsulting.com>
To: David Schofield <dschofield@menomonie-wi.gov>
Cc: Kim Gerth <kgerth@menomonie-wi.gov>, Dave Kc

Thu, Mar 27, 2025 at 4:36 PM

Hi David,

Just wanted to reach back out to you to let you know we finally got some traction with this proposed tower site again. AT&T has decided to drop the tower height. We are now looking at a 145' tower + 4' lighting rod + 892' elevation = 1041' (see attached plans) and height map below.



Thanks,

KARL GERBER

SITE DEVELOPMENT AGENT | BUELL CONSULTING, INC.

M: 715-415-4528

E: kgerber@buellconsulting.com

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1355 WEST UNIVERSITY DRIVE
MESA, AZ 85201-5419



RAMAKER
employee owned

(608) 643-4100 www.ramaker.com

856 COMMUNITY DRIVE,
SAUK CITY, WISCONSIN 53383

verticalbridge

1051 EAST 400TH ROAD
LECOMPTON, KS 66050

IT IS A VIOLATION OF LAW FOR ANY PERSON
UNLESS THEY ARE ACTING UNDER THE DIRECTION
OF A LICENSED PROFESSIONAL ENGINEER
TO ALTER THIS DOCUMENT.

DRAWN BY: CHECKED BY: APPROVED BY:
LMK JLF JLF

PRELIMINARY DOCUMENTS

SUBMITTALS		
REV	DATE	DESCRIPTION
A	10/07/24	PRELIM CO. ISSUED
B	10/17/24	PRELIM CO. ISSUED
C	10/25/24	PRELIM CO. ISSUED
D	05/15/25	PRELIM CO. ISSUED

ONE PROJECT NUMBER
61305

PROJECT INFORMATION
DUNN
US-WI-5751
630TH STREET
RUSK, WI 54751

SHEET TITLE
PROPOSED PARCEL
BOUNDARY PLAN

SHEET NUMBER

C-1

PARCEL #: 170242281216410003
OWNER: AMERICAN EXPRESS
TRANSPORTATION, LLC
ADDRESS: W3450 STATE ROAD 37
EAU CLAIRE, WI 54701

PARCEL BOUNDARY PLAN

40° 20° 0 40° 80°
1°-40°

1



NOTES

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
2. ANTENNA AND MW DISH SPECIFICATIONS REFER TO ANTENNA SCHEDULE AND TO FINAL CONSTRUCTION RFDS FOR ALL RF DETAILS.
3. EXISTING EQUIPMENT AND FENCE OMITTED FOR CLARITY.

PROPOSED NORTH ELEVATION

PROPOSED SELF-SUPPORT TOWER
CL @ ±140 AGL
TOP OF PROPOSED SELF-SUPPORT TOWER @ 140'-0" AGL
TOP OF LIGHTNING ROD @ 140'-0" AGL

PROPOSED 4' LIGHTNING ROD
CL @ ±140 AGL

PROPOSED SLATTED CHAIN LINK FENCE

PROPOSED 140'-0" SELF-SUPPORT TOWER

PROPOSED AT&T ANTENNAS
CL @ ±140 AGL

4' LIGHTNING ROD

PROPOSED AT&T ANTENNA SECTOR FRAME

PROPOSED AT&T RRH (STACKED)
(TYP 3 PER SECTOR, TOTAL 9)

PROPOSED AT&T ANTENNA
(TYP 3 PER SECTOR, TOTAL 9)

PROPOSED AT&T DC9 SURGE PROTECTION DEVICES

PROPOSED SELF-SUPPORT TOWER

PROPOSED AT&T RRH BACK-TO-BACK MOUNT
(TYP 2 PER SECTOR, TOTAL 6)

ATTACH 8' LONG 2" STD MOUNT PIPE TO STANDOFF ARMS WITH (2) 1/2" x 1" U-BOLT

ALPHA SECTOR
A1, A3, A4

BETA SECTOR
B1, B3, B4

DELTA SECTOR
G1, G3, G4

Gamma SECTOR
G2, G5

ANTENNA LAYOUT

12'-0"	8'-0"	1'	2'	3'	4'	5'	
1/2"-1"-0"							2

ANTENNA SCHEDULE

SECTOR	POSITION	ANTENNA				TRANSMISSION CABLE
		EXISTING OR PROPOSED	MANUFACTURER - MODEL NUMBER	TECHNOLOGY	SIZE (HxW)	
ALPHA	A1	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	0° 140°-0"
	A3	PROPOSED	AIR6472 B77G B77M	CBAND	36.3" x 15.8"	0° 140°-0"
	A4	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	0° 140°-0"
BETA	B1	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	120° 140°-0"
	B3	PROPOSED	AIR6472 B77G B77M	CBAND	36.3" x 15.8"	120° 140°-0"
	B4	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	120° 140°-0"
GAMMA	G1	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	240° 140°-0"
	G3	PROPOSED	AIR6472 B77G B77M	CBAND	36.3" x 15.8"	240° 140°-0"
	G4	PROPOSED	COMMSCOPE/NNH4-65C-R6-V4	LTE	72.0" x 19.6"	240° 140°-0"

TRANSMISSION CABLE

FEED LINE TYPE AND LENGTH

REV DATE DESCRIPTION

DRAWN BY: CHECKED BY: APPROVED BY

LMK JLF JLF

PRELIMINARY DOCUMENTS

SUBMITTALS

REV DATE DESCRIPTION

A 10/07/24 PRELIM COA ISSUED

B 10/17/24 PRELIM COA ISSUED

C 10/26/24 PRELIM COA ISSUED

D 03/13/25 PRELIM COA ISSUED

ABC PROJECT NUMBER
61305

PROJECT INFORMATION

DUNN
US-WI-5751
630TH STREET
RUSK, WI 54751

SHEET TITLE
ENLARGED SITE PLAN

SHEET NUMBER
A-1

NOTES

1. CONTRACTOR TO REFER TO FINAL CONSTRUCTION RFDS FOR ALL RF DETAILS.
2. ANTENNA AND RRH MODELS MAY CHANGE DUE TO EQUIPMENT AVAILABILITY. ALL EQUIPMENT CHANGES MUST BE APPROVED AND REMAIN IN COMPLIANCE WITH THE APPROVED DESIGN AND STRUCTURAL ANALYSES.
3. AZIMUTHS ARE TENTATIVE. CONTRACTOR NEEDS TO CONFIRM PRIOR TO THE START OF CONSTRUCTION.

PROPOSED NORTH ELEVATION

15' 7.5' 0 15' 30'
1'-15'

ANTENNA SCHEDULE

NO SCALE

A-1



City of Menomonie
David Schofield

Director of Public Works
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1020
dschofield@menomonie-wi.gov

TO: Airport Commission

FROM: David Schofield, Director of Public Works

SUBJECT: Proposed Hangar Lease Rate Increases

DATE: April 2, 2025 Airport Commission Meeting

In January and February, the Airport Commission discussed adjusting hangar lease rates to account for inflation since they were last update in 2012.

City Staff used the Federal Reserve Bank of Minneapolis Inflation Calculator and determined that the 2012 \$240 private hangar lease rate is equivalent to \$328.70 today and the 2012 \$120 multi-hangar lease rate is equivalent to \$164.35 today. City Staff recommends rounding down to \$320 and \$160, respectively.

Screenshots from the Inflation Calculator and excerpts from WisBOA's Airport Rate Survey are attached.

If the Airport Commission concurs, the appropriate motions would be:

Move to increase the Private Hangar Lease Rate from \$240 per year to \$320 per year when allowed by each hangar lease (simple majority).

Move to increase the Multi-Hangar Lease Rate from \$120 per hangar space per year (or a total of \$1,680 per year) to \$160 per hangar space per year (or a total of \$2,240 per year) in January 2026 (simple majority).

Inflation Calculator

What's a dollar worth? How far does a past dollar stretch to equal the modern dollar? What would past prices be today?

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[Who We Are](#) +

[The Ninth District](#)

[Office of Minority & Women Inclusion](#)

[Careers](#) +

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\$ in ▼

is worth

\$ 328.70

in

▼

Calculate

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Inflation Calculator

What's a dollar worth? How far does a past dollar stretch to equal the modern dollar? What would past prices be today?

ABOUT THE BANK

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Who We Are



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Our History



\$ 120 in 2012

is worth

\$ 164.35

in

2024

Calculate

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Medium General Aviation Airports

46 of 48 medium GA airports responded to the 2023 Airport Rates and Charges Survey. The following table provides the average rates and charges reported by these airports. Trend information is also provided in comparison to 2022 data.

100LL	Available at 100% of Responding Medium GA Airports		
	100LL Price on 12/31/2023	\$5.51	↓5%
	Gallons of 100LL Sold	18,000	↓5%
Jet A	Available at 70% of Responding Medium GA Airports		
	Jet A Price on 12/31/2023	\$5.30	↓5%
	Gallons of Jet A Sold	45,000	↓18%
Landing Fees	Charged at 11% of Responding Medium GA Airports		
Tie Down Fees	Charged at 35% of Responding Medium GA Airports		
	Daily Tie-Down Rate for a Cessna 172	\$8	-
	Monthly Tie-Down Rate for a Cessna 172	\$93	↑12%
	Daily Tie-Down Rate for a Beechcraft King Air	\$36	↑50%
	Daily Tie-Down Rate for a Hawker 800	\$68	↓14%
Rented T-Hangars	Available at 61% of Responding Medium GA Airports		
	Non-Heated, T-Hangar Monthly for a Cessna 172	\$158	↑7%
	Heated, T-Hangar Monthly for a Cessna 172	\$318	↑29%
Community Hangars	Available at 48% of Responding Medium GA Airports		
	Non-Heated, Community Hangar Daily Rate for a Cessna 172	\$31	↑3%
	Non-Heated, Community Hangar Monthly Rate for a Cessna 172	\$240	↑32%
	Heated, Community Hangar Daily Rate for a Cessna 172	\$52	↓17%
	Heated, Community Hangar Monthly Rate for a Cessna 172	\$307	↑9%
Ground Leases	Available at 100% of Responding Medium GA Airports		
	Private Hangar Rate	\$0.08 per ft ²	↓11%
	Corporate Hangar Rate	\$0.14 per ft ²	-
	Commercial Hangar Rate	\$0.54 per ft ²	↑80%
Financial Self-Sustainability	80% of Responding Medium GA Airports Required Local Subsidy		
	Local Tax Levy Subsidy	\$89,000	↑5%