

**MENOMONIE AIRPORT COMMISSION**  
**February 21, 2023**

The Menomonie Airport Commission was called to order by Chairman Dr. Dan Johnson at 6:00pm on Tuesday, February 21, 2023 in the Menomonie Municipal Airport Terminal Building Conference Room. Other Commission members present included: Arvin Solsaa and Earl Wildenberg. Others in attendance included: Darrel Gibson, David Schofield, Ross Nelson, Casey Delanghe, Melissa Underwood (SEH) and Ryan Falch (SEH).

There were no public comments.

The January 18, 2023 minutes were accepted by consensus.

David Schofield was introduced as the new Director of Public Works, replacing Randy Eide who retired in January.

Dan Johnson and David Schofield provided a summary of the February 14, 2023 conference call with BOA and FAA. Airport Layout Plan (ALP) was last formally updated in 2001. It is believed that BOA was maintaining "pen and ink" updates to the ALP but due to staff turnover at the BOA the updates have not been located. Going forward the ALP will need to be kept updated as projects are completed. Hangar project remains a high priority and is eligible for funding as long as the airfield needs are met. The airfield projects are not eligible for funding for three years following a revenue generating project, but this may dovetail nicely with the anticipated duration of the master plan. Dan Johnson explained that BOA indicated that new approaches could be developed for Runway 18/36. David Schofield explained that a new Petition for Airport Improvement Aid will need to be submitted. This will require a public hearing and resolutions by the City Council and Airport Commission. The public hearing has been tentatively scheduled for March 20, 2023 at 7pm at City Hall. Earl Wildenberg asked if anything would need to be added to the petition for "through the fence" operations. Melissa Underwood indicated that she did not think so. David Schofield explained that City Staff will be reviewing previous expenditures for possible reimbursement of up to approximately \$45,000 through the CRRSAA and ARPA programs. Dan Johnson explained that some previous entitlements and BIL distributions will expire in the near future. Some of these will be used for the master plan but if funds remain it may be necessary to work with BOA on trades with other nearby airports.

Dan Johnson indicated that the AWOS ceilometer failed approximately 3 years ago and was replaced in 2022. Dan wanted to see a new AWOS in the new petition for federal funding.

Melissa Underwood provided an update on the Master Plan. BOA has provided scope comments to SEH. The next steps are for BOA and SEH to come to an agreement regarding fee and sign the contract. Kickoff meeting to follow shortly thereafter.

Ross Nelson explained that he would like to construct a new 72-foot wide by 56-foot deep hangar directly adjacent to his existing hangar. David Schofield indicated that the existing utility (water, sewer, gas) lines to the hangar to the west may require a large gap between hangars. Ross Nelson indicated that this might be beneficial to accommodate grading between the hangars. David Schofield to review with Cedar Corp and get back to Ross Nelson.

Casey Delanghe asked about building a hangar on Parcel "M" near the Nordson Circle cul-de-sac. Dan Johnson indicated that it would require elimination of the Nordson Circle cul-de-sac.

Darrel Gibson reviewed the Airport Manager's Report.

David Schofield mentioned that snowplowing for the incoming storm event will take considerable effort and runways and taxiways may not be clear until Friday February 24.

Motion to adjourn by Solsaa, seconded by Wildenberg. Motion passed.

The next meeting is scheduled for Tuesday March 21, 2023 at 6:00pm at the Menomonie Municipal Airport Terminal

Respectfully Submitted,

David Schofield  
Recording Secretary