

Marshfield Airport Committee Minutes

October 17th, 2024

Meeting called to Order by Chairman John Berg at 12:08 PM.

Present: John Berg, Dan Maurer, and Jeff Veers

Absent: Linda Roehrborn - Rodriguez

Also Present: Public Works Director Tom Turchi, Mayor Lois TeStrake, Karl Kemper from Becher-Hoppe Associates and Jeff Gaier

Citizens Comments: None

AP2024-42 Motion by Veers, Second by Maurer to approve the meeting minutes of September 19th 2024. All Ayes

Motion Carried

AP2024-43 Motion by Maurer, Second by Veers to approve the special meeting minutes of October 1st 2024. All Ayes

Motion Carried

AP2024-44 Motion by Veers, Second by Maurer to approve the airport management report for October 2024. All Ayes,.

Motion Carried

AP2024-45 Motion by Veers Second by Maurer to approve the airport activity report of October 2024. All Ayes,

Motion Carried

AP2024-46 Motion by Veers Second by Maurer to approve the airport bills for October 2024. All Ayes,

Motion Carried

Airport Updates: Discussion, No Action Taken.

Motion by Maurer Second by Veers to adjourn, All Ayes, Meeting adjourned at 1:27 P.M.

Respectfully submitted by Jeffrey Gaier

Marshfield Municipal Airport, Roy Shwery Field, Airport Management Report October 17th, 2024



On October 3rd, Jeff and his wife Liz traveled to Middleton, WI for the 68th Wisconsin Aviation Conference. It was a busy day of seminars and mingling with other airport managers, exhibitors, airport people and government officials. While at the conference, Jeff had a meeting with Karl from Becher-Hoppe, Melissa from SEH, Andy Trimble, Matt Malicki and Lucas Ward from the Wisconsin Bureau of Aeronautics and Malika Hainer Planner from the FAA Chicago Airport District Office and Hanan Mustafa Program Manager from the FAA Chicago Airport District Office. The reason for the meeting was that Malika Hainer had sent a letter to the Wisconsin Bureau of Aeronautics the Friday prior that the FAA in Chicago had officially approved the critical aircraft forecast of B-II Large for the Marshfield Airport. Now with this letter, by specifications given to the engineering firms, the required length of a B-II Large critical runway is a minimum of 5,500 feet. The meeting was then to discuss how to plan going forward with the airport Master Plan and Airport Layout Plan for the future design of the airport. Malika clarified that this does not give approval for a 500 foot extension of the existing runway. For planning purposes the Airport Layout Plan is to reflect the existing runway, then the next stage would reflect the extension of 500 feet and other alterations to the pavements on the airport including parallel taxiways. Then the third and final stage of the Airport Layout Plan would represent the Ultimate layout which would include a 6,100 foot runway.



To get approval for a runway extension Malika clarified we will need to check off several items first. Most of these items we have already completed. The first item is the Forecast that was approved by Malika for the Critical Aircraft of B-II. The second item is the specifications by FAA guidelines of what the B-II runway requirements are. The third item is an updated Runway Protection Zone for the runway extension. The Runway Protection Zone data is being done as part of the Master Plan so this will also be completed. The Final piece is to request the runway extension. This approval does not come from the Chicago office but gets bumped up to

National FAA for their consideration and approval. Once they approve it then a runway extension would be eligible for Federal and State Funds as part of the runway construction project of 16/34.

The discussion of the runway reconstruction project and runway extension was highly discussed. At the moment Mark Graczykowski from the Wisconsin Bureau of Aeronautics has a tentative placement in the State CIP for the end of 2027 / beginning of 2028. At the moment that is just for the runway reconstruction. We made sure to express to Malika and Hanan we were going to try for the extension as well as a full reconstruction. At that time Andy Trimble brought up if the FAA would consider doing a full reconstruction of the airport at the same time as 05/23 is in the same boat as 16/34 in terms of pavement decline. That was something they were going to look into.

During the conference it became clear to other airport managers and Jeff that the FAA is having funding issues. They are cutting back funding on general aviation projects and focusing on Primary Airports. They are eliminating cross runways as they are running short of funds to keep a secondary runway project funded at airports. So far the secondary runway at Marshfield is justifiable. When the government released infrastructure funding for the FAA it went all into planning. Hence why every general aviation airport is now stuck doing a Master Plan. The Chicago office had some information graphics of the BIL funding and how it was spent in Wisconsin. Primary Airports (Airline Airports) had $\frac{3}{4}$ of their funding spent already from the BIL fund. General Aviation Airports only had $\frac{1}{4}$ of their funds spend from the BIL funds. It was obvious to Jeff and the other airport managers from the General Aviation airports was because we were all stuck in developing a Master Plan while the primary airports have had Master Plans for years. Being stuck in a planning stage without moving forward makes it difficult to spend BIL funds on projects when we can't get past the planning stage. In the past an Airport Layout Plan was all that was needed for a General Aviation Airport. The FAA's cookie cutter approach has made it challenging to move forward on projects.

Bob has been preparing the equipment for the upcoming snow season. He has been servicing the equipment. Making sure the batteries are all in working order. We received two sets of replacement snow plow blades from the City Street department. We should have enough blades for the season for the Oshkosh truck. The set we had on there from this past year was barely used. Bob has also been installing back-up cameras as time permits on the equipment. At the moment the Oshkosh truck is now equipped with a back up camera. Bob will be working

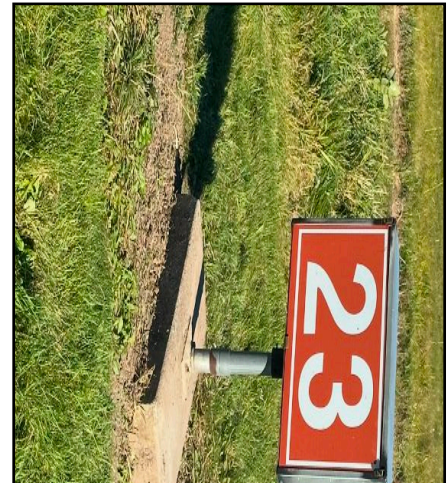


A Cirrus Vision Jet that stopped in for fuel this month.

on Big Bertha the snow blower and Broom Truck as well. The broom truck had the broom wafers changed out. Bob, Dave Wells, Dan Maurer and Jeff helped Bob get the broom standing on its end. Wafers were then dropped on one at a time with spacers. This seems to be the easiest way to change wafers.

Mike Glab was back this month with his nephew Mac. They steam cleaned the carpeting in the lobby and they upholstery cleaned the seats in the lobby and conference room. Jeff has asked Mike to come back every three months to check the carpets for cleaning. Mike let us know that he could upholstery clean the seats if we wanted. The seats had spills and other marks on them as they had never been steam cleaned before. The seats and carpeting look great! Thank you Mike and Mac!

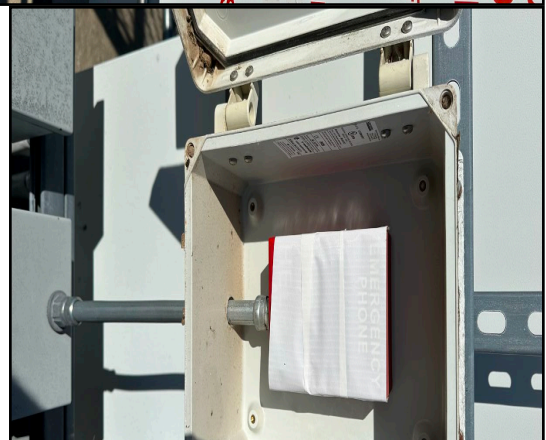
Dave Wells the instructor at the airport has been going around getting some of the runway lights changed and repaired before the snow starts falling. Dave this month straightened the runway sign for runway 23. It was tilted due to an undermining of the soil underneath it. Dave dug around it and put some gravel underneath it to help keep it level. Dave has also been going around replacing runway lights where they are damaged and bulbs that have been burnt out.



The City IT department has reached out to Frontier Communications and had the 911 call box telephone line disconnected at the airport. That phone bill came to the City Finance department so it wasn't seen by airport management but we knew about it. The 911 call line cost the Airport budget over \$2000 a year. During a recent tank inspection Jeff asked the State Weights and Measures inspector if the 911 call box was needed. It was required when the tanks were installed in 2008. However by 2015 the State stopped requiring them as most everyone had cell phones at that time. Jeff has gotten some colored duct tape and taped over the instruction by the fuel farm indicating to using the call box as well as the call box signage.



We would like to thank Walt Embke for his help and dedication of taking care of the airport. For quite a few years Walt has helped us with mowing and snowplowing at the airport. This summer Walt said this would be his last summer helping mow and he would not be helping snow plow this remaining year. Thank you Walt for the assistance you have provided us over the years maintaining the airport.



Jurg Grossenbacher from the Milwaukee Federal Aviation Administration was at the airport October 10th to give a safety seminar. The topic of the seminar was cross country flight planning. Ten pilots attended the session.



Congratulations to Justin Smith, Jeff Veers and Dan Hiller on successfully completing and passing your schooling. In order to fly larger aircraft a pilot often has to attend schooling with a certified instructor and then go for a flight check to be type rated in that aircraft. Justin, Jeff and Dan did that this past month.

David Wells the flight instructor at the airport will be helping Bob clear snow at the airport. We also have a few other people that have volunteered to help. We don't know what it is about big heavy snow equipment, but it seems to attract a lot of people who would love to drive it.

At the 68th Aviation Conference, Jeff Gaier received a surprise. Jeff was nominated and received the Wisconsin Aviation Conference Blue Light Award. The blue light award is given usually to a journalist or someone that has promoted general aviation through print



or media. For the past eleven years Jeff has been promoting the Flying Hamburger Social throughout Wisconsin, Minnesota, and Michigan through emails and social media. Every year there airports between June and August that host a flying hamburger social that pilots can fly to. Sometimes they are at Marshfield as well. Jeff has been promoting this and letting pilots know for the past eleven years where they can go for the socials as well as other aviation related food events.

These are the people that we know of who have received rewards at Marshfield:

Roy Shwery 1978 - Wisconsin Aeronautics Person of the Year.

Marilyn Hardacre 1980 - Wisconsin Aeronautics Person of the Year.

Roy Shwery 1992 - Wisconsin Aviation Hall of Fame in Oshkosh, WI (on display at the EAA Museum).

Roy Gilhausen 1992 and 1997 - Wisconsin Aeronautics Engineering award.

Harold Gaier 1999 - Wisconsin Aeronautics Lifetime Achievement award.

Harold Gaier 2004 - Wisconsin Aviation Hall of Fame in Oshkosh, WI (on display at the EAA Museum).

Jeff Gaier 2008 - Wisconsin Airport Management Association / Wisconsin Aviation Conference Distinguished Service award.

Roy Shwery 2010 - Wright Brother Master Pilot Award for 50 years in aviation.

Harold Gaier 2022 - Wright Brothers Master Pilot Award for 50 years in aviation.

Jeff Gaier 2024- Wisconsin Airport Management Association / Wisconsin Aviation Conference Blue Light award.

Happy Flying - Duffy, Alice, Robert and Jeff Gaier





Marshfield Municipal Airport, Roy Shwery Field Activity Report For The Month of October 2024



Flight Operations at the airport, (a departure or landing), for this month 2024

Jet	Turbo Prop	Twin	Single	Helicopter	Light Sport	Total
28	36	12	184	186	24	470

Flight Operations at the airport in 2023** for this month

Jet	Turbo Prop	Twin	Single	Helicopter	Light Sport	Total
8	8	8	160	210	24	418

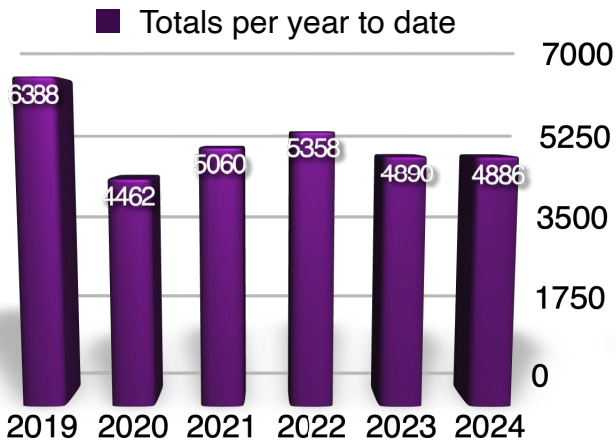
Six Year Comparison Of Operations

Year	2019	2020*	2021	2022	2023	2024 (Election Year)
Jet	128	80	94	134	136	152
Turbo Prop	228	204	164	172	144	252
Twin	82	46	76	88	148	112
Single	3856	2468	2768	2790	2514	2520
Helicopter	1870	1512	1672	1656	1660	1474
Light Sport	224	152	286	518	288	376
Total	6388	4462	5060	5358	4890	4886

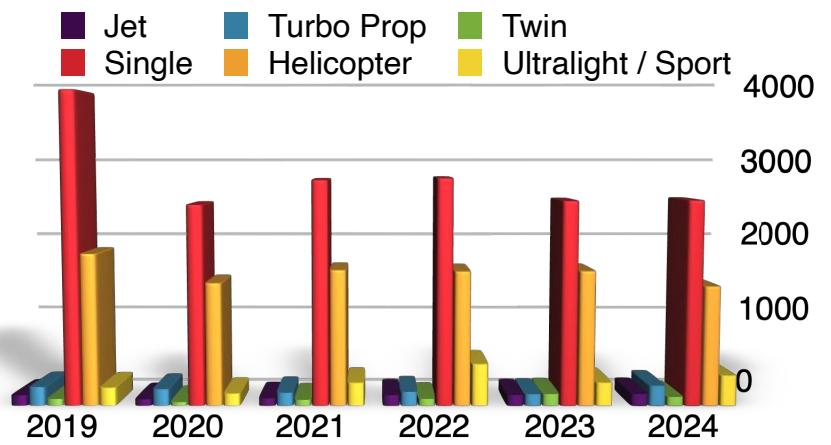
All information in this report is estimated based on the activity at the airport for the month. An Operation is considered a take off or a landing.

***2020 Data from March to April data in this report may not be correct due to no meetings in 2020 because of Covid-19 Restrictions and the inability to meet.**

Operations Totals Over The Past Six Years

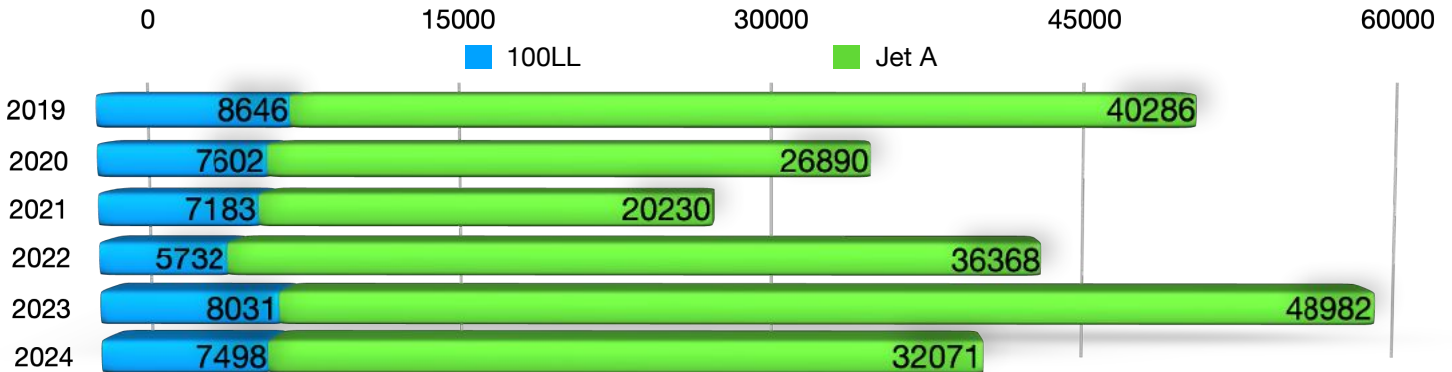


Types Of Aircraft That Have Visited Marshfield Per Year

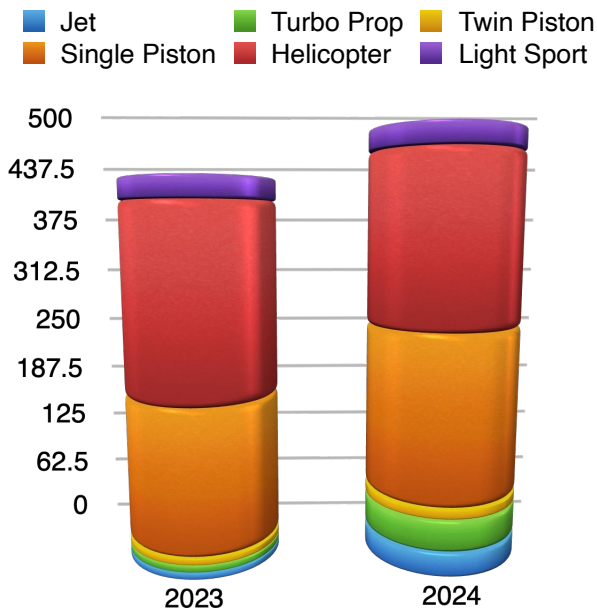


Fuel Sold (Readings are taken between airport meetings, not at the beginning and ending of the month)

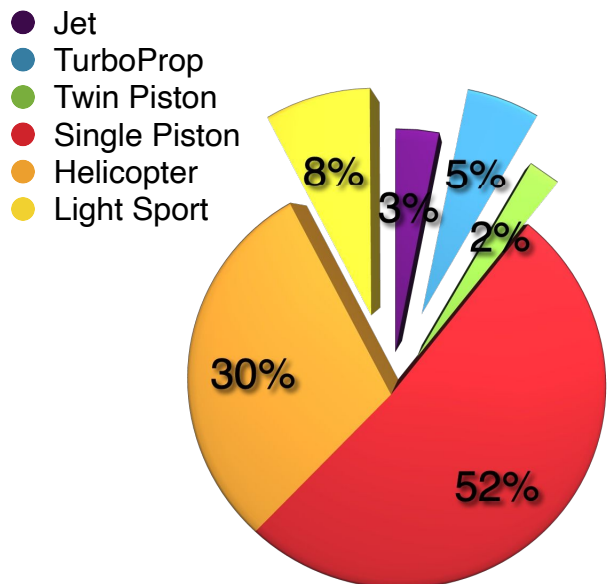
Year	2019	2020	2021	2022	2023	2024	Sold This Month
100LL	8646	7602	7183	5732	8031	7498	897
Jet A	40286	26890	20230	36368	48982	32071	4027



This Month Compared To The Same Month Last Year

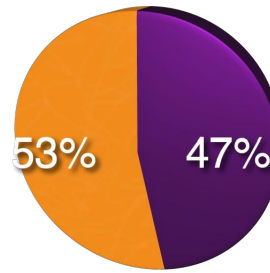


Percentage Of Operations By Type of Aircraft



Local Traffic and Transient Traffic

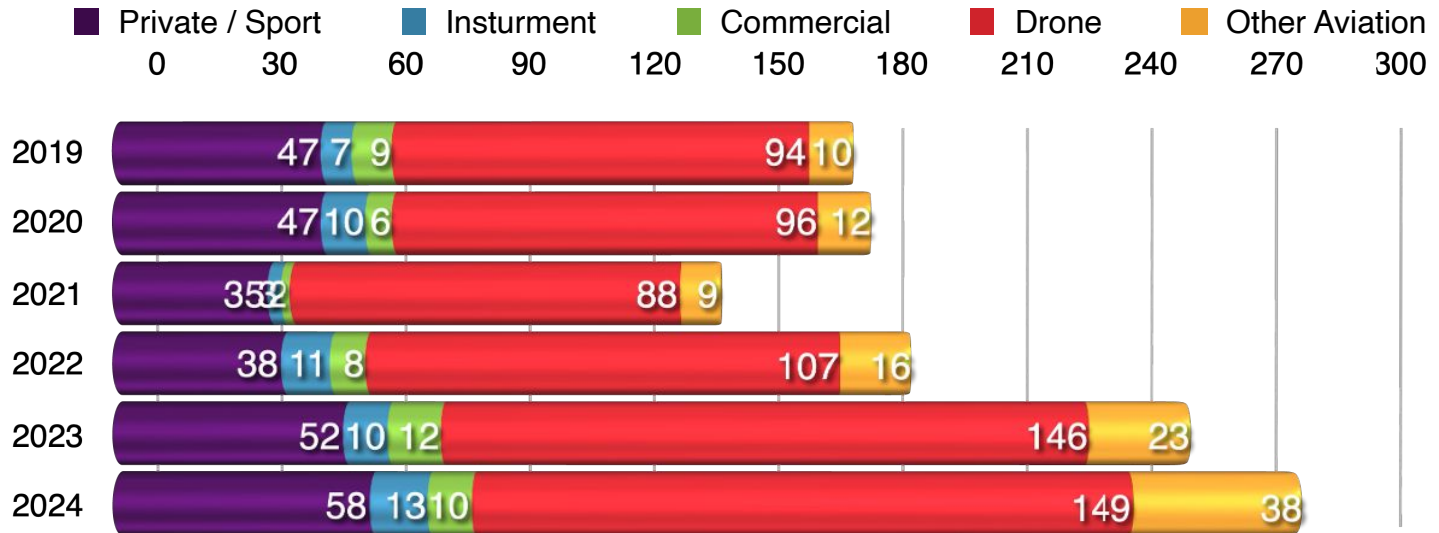
Year	2019	2020	2021	2022	2023	2024
Transient	1800	1058	1690	1390	2002	2614
Local	4746	3020	2722	3782	2376	2272



Percentage Of Local And Transient Traffic For This Year

- Local Traffic
- Transient Traffic

PSI FAA Exams Administered by Duffy's Aircraft



Conference Room Use - The conference room at the airport is free on an appointment basis. People, Groups or Organizations who would like to use the conference room contact Jeff at the airport to schedule the use and time. The room was used this month by:

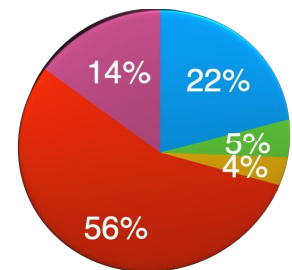
The Marshfield Airport Committee, Terry Franklin Group, Central Wisconsin Apple User Group, Jim Bauer Training with Custom Fabrication and various pilots

Trickle Effect - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This information is gathered from conversations we have with the pilots and passengers. There are many more locations and business that do benefit from the airport each month. These are just the ones we were informed about from the people discussing their time at Marshfield.

- | | |
|-----------------------------------|--------------------------------|
| Hampton Inn and Suites | Nasonville Dairy |
| Marshfield Hotel / Libby McNeal's | El Mexical |
| Holiday Inn / The Rivers | Nutz Deep II |
| Woodfield Inn / Logjam | Crabby Daves |
| Baymont Hotel | Daily Grind |
| Blue Heron / West 14th | Weber's Farm Store |
| Marshfield Clinic & Marshfield | Central Cafe |
| Medical Center | Melody Gardens |
| Festival Foods | Casa Amigos |
| The Kitchen Table | McDonalds |
| Target | Enterprise Rental Car |
| Walmart | Associated Sales and Leasing / |
| Menards | USAVE Auto Rental |
| Fleet Farm | |
| Subway | |
| Chips | |
| Little Caesars | |
| Hardees | |
| The Store | |

Percentage of Types of Exams Given This Year

- Private & Sport
- Instrument
- Commercial
- Drone
- Other Aviation



Summary of the month

- ✈ Student -We had an increase in new students this month which is unusual for this time of year
- ✈ Business Activity - Business traffic was busy this month. We can thank Sanford Health, Custom Fabrication for that as well as some of our other patrons.
- ✈ Medical Traffic - Helicopter traffic was normal. PC-12 med flights were down. We had two King-Air aircraft fly in for a Organ Harvest.
- ✈ Single Engine and Sport Activity - Has declined. That happens when it gets colder.

Individuals and Businesses That Have Utilized The Airport In Some Form Or Way This Month

Compiled from the regular airport users of the month, PSI Test Takers, Fuel Sales, Retail Sales at the FBO and traffic noticed by FBO
Note: There may be some duplicates that were missed by Jeff. Not all people put in their full N-Numbers in at the Fuel Pump.

Duffy's Aircraft Sales and Leasing Inc.

Life Link III - Marshfield - Med Flight

Wheelers Chevy Olds Pontiac Cadillac Inc.,

Dan Wheeler & Family

Duffy & Alice Gaier

Bob Gaier

Jeff Gaier

David Wells

Dana Fern

Jeron Hiller

Dan Hiller

Troy Rens

Dan Reis

Randy Gershman

Custom Fabrication and Repair
Brian Barnett

Justin Smith

LJ Aviation

Roehl Transport

Robert Glab

Steve Shiner

Wayne Short

Jim Shires

Bill John

Linus Snyder

Steve Humphrey

Bob Thill

Thomas Pue

Specialty Aero Services LLC

Quality Tank

Spring City Aviation

Brad Boon

Eric Koran

Doug Eichten

Andy Bennett

Gerry Script

Skyler McDonald

Colton Nelson

Matt Hofman

Gabe Ashbeck

Nor-Am Cold Storage

Wausau Flying Service

Rhinelanders Flying Service

Civil Air Patrol - Eau Claire

Civil Air Patrol - Stevens Point

Ovation Aviation - Mosinee, WI

Gibson Aviation - Eau Claire & Menomonie, WI

Morey Airplane Company - Middleton, WI

Mayo One (Medflight Helicopter from Eau Claire)

Aspirus Medevac (Medflight Wausau) N611SJ

Life Link III (Medflight Rice Lake - Helicopter)

Metro Aviation Inc (Medflight) N 824EH (Gunderson Lutheran / Emplify Health)

Life Link III (Medical Helicopter Rhinelander)

Life Link III (Medflight Minneapolis - Fixed Wing)

Guardian Flight LLC (Medflight Iron Mountain, MI)

Wings Air Charter LLC

Celestial Kinetics Flight Academy LLC (Waupaca, WI Flight School)

Patrick Colwell

PetJet LLC

Sanford Health - King Air

Sanford Health - Lear Jet

Sanford Health - Citation

N42NM - North Memorial Health Care (medical helicopter)

RC Aviation

Marli Novy

Lynette Lagarde

Derek Donnelly

Franck Dumont

Evan Hansen

Taylor Scheilke

Shane Olson

Madelyn Debruyckere

Ethan Glossy

Asel Valat

Cody Retake

Bradley Weeks

Aaron Wehrman

Joseph Clark

Peter Dokkestul

Kristopher Ottman

Beech Transportation Inc N49KC (Donor Flight Eden Prairie, MN)

Spring City Aviation N477JM (Donor Flight from Madison, WI)

Wing Nerds LLC N46TR

Combat Helicopters LLC N14SD

Valerie Swanborg N34707 (Wausau, WI)

Joseph Bowe N80855 (Eau Claire, WI)

Fly Now LLC N623K

Thomas Blake N616HT

Tovis Aviation LLC N861TS

Pheonom Aviation LLC N73DB

Sunrise Adventures LLC N981RD

Mid America Services LLC N55MR

Brett Schaur N750NJ

Scott Leibfield N199EE

Alex Voice N174BA

Michael Keler N55MR

Robin N5409L

Joel Tripnan N958MG



City of Marshfield - General Airport Budget 2024

Account #101-53510-33						
Object#	Description	2024 Amount Approved	2024 October	Firm / Expenses Paid	Used To Date	Balance Remaining
52100	Professional Services	57505.00			28755	28750.00
52210	Electric	15633.00	768.04	Marshfield Utilities August	5522.94	10110.06
52220	Water	678.00	45.95	Marshfield Utilities August	252.18	425.82
52230	Sewer	497.00	27.42	Marshfield Utilities August	138.96	358.04
52240	Fire Protection Charge	4272.00	213.75	Marshfield Utilities August	1282.50	2989.50
52260	Heating - Gas	2950.00	10.89	WE Energies August	1470.64	1479.36
52300	Telephone	2250.00				2250.00
52400	Repair / Maintenance Services Streets	18000.00			4925.00	13075.00
52500	Repair / Maintenance Services	48000.00	280.00	K and C Cleaning, LLC Service for Sept. 2024 Cleaning Invoice #15032	44142.22	3857.78
			4002.00	Graphic House Invoice #9807		
			107.08	Allied Cooperative lawn fertilizer and Weed control #39052		
			1000.00	Duffy's Aircraft Invoice 10172024A		
			316.00	Fantastic Floor Care #034594		
53100	Office Supplies & Exp	800.00				800.00
53200	Publications & Dues	200.00			205.00	(5.00)
53400	Operating Supplies	1900.00			330.98	1569.02
53500	Repair / Maintenance Supplies	4800.00			1286.15	3513.85
55110	Building & Contents	4232.00				4232.00
55150	Airport Liability	6500.00				6500.00
53510	Airport Grand Totals	168217.00	6771.13		88311.57	79905.43



U.S. Department
of Transportation
**Federal Aviation
Administration**

Chicago Airports District Office
2300 E. Devon Avenue
Des Plaines, Illinois 60018

September 26, 2024

Marshfield Municipal Airport
City of Marshfield
Jeff Gaier, Airport Manager
P.O. Box 727
Marshfield, WI 54449

Marshfield Municipal Airport (MFI)
Marshfield, WI
Approval of Forecast

Dear Mr. Gaier:

The Federal Aviation Administration (FAA) approves the baseline scenario through year ten of the Marshfield Municipal Airport – Roy Shwery Field (MFI) Forecast Chapter, dated December 1, 2023, for use in the Airport Master Plan. The long-term 20-year planning forecast is also accepted for planning purposes. The forecast was developed using current data and supported by generally accepted forecasting methodologies.

The existing critical aircraft for Runway 16/34 is determined to be B-II Large. The future critical aircraft for Runway 16/34 is expected to be C-II. The existing and future critical aircraft for Runway 5/23 is determined to be A/B-I Small.

The approval of this forecast does not automatically constitute a commitment on the part of the United States to participate in any development recommended in the Master Plan or shown on the ALP. FAA approval of the baseline scenario in this forecast does not constitute justification for future projects. Justification for future projects will be made based on activity levels at the time the project is requested for development, in accordance with criteria in FAA Orders 5090.5 and 5100.38. Documentation of actual activity levels meeting planning activity levels will be necessary to justify AIP funding for eligible projects. Further, the approved forecast may be subject to additional analyses if the fundamental rationale of the forecast or the critical aircraft changes materially.

Sincerely,

A handwritten signature in blue ink that reads "Mhainer".

Malika Hainer
Community Planner, FAA Chicago Airports District Office

cc: Hanan Mustafa, Program Manager, FAA CHI-ADO
Emma Lienau, Environmental Protection Specialist, FAA CHI-ADO
Lucas Ward, WisDOT Bureau of Aeronautics
Andy Trimble, WisDOT Bureau of Aeronautics