



## AIRPORT ADVISORY BOARD MEETING MINUTES

April 17, 2019

7:00 a.m.

City Hall Public Meeting Room

### 1. CALL TO ORDER

The meeting was called to order by T. Waarvik at 7:00 a.m.

Members present: F. Ahlman, M. Brown, C. Hooper, P. Johnson, D. Nelson, W. Smith,  
T. Waarvik

Airport Staff present: J. Serres

Staff present: T. Block, T. Manz

Others present: Mark Knoff, Foth Infrastructure and Environment, LLC

### 2. APPROVAL OF MINUTES

Minutes of March 20, 2019 were submitted for approval. A motion was made by Frank Ahlman, seconded by M. Brown for approval of the minutes of March 20, 2019. Motion passed.

### 3. AIRPORT MANAGER UPDATE

Bob's Electric has been working on repairs. Cross Country Soaring is operational. The doors to the hangar have yet to be repaired, they were altered enough to allow access for their operations.

### 4. AIRPORT IMPROVEMENTS UPDATE

**a. Hangar Repairs:** Healy Construction was awarded the contract for hangar repairs. They will begin with the hangars that have planes in them that have been inaccessible.

Wayne VanThomme was preparing to rebuild his private hangar but ran into issues with the concrete underground and the high water table. He is looking into other foundation options or another location at the airport to rebuild.

Lew Groth has yet to clean up his destroyed hangar. The City will provide a dumpster giving him a two week deadline upon which the dumpster will be removed.

Shattuck students will be volunteering to provide additional cleanup to the site across Hwy 21. A dumpster will be provided for this cleanup activity.

**b. Fuel System Replacement:** The fuel system is operational. Only a few checklist items remain to be completed.

**c. Hangar Demolition:** Demolition is complete.

**d. Storm Damage:** Funding for repairs continues to be looked into. T. Block will be meeting with Homeland Security (HSEM) on funding availabilities, as well as continuing to work with MnDOT and the City insurance coverage. Site cleanup and the temporary arrival/departure building will be covered by insurance. The VOR was repaired but is in poor condition. Both the AWOS and VOR are in poor shape. The AWOS may be relocated to allow future expansion. These repairs will be funded by MnDOT. MnDOT will accept funding requests of at least 25%, whereas HSEM wants one submittal at 75%. Block will look into the abandoned hangar site and slab removals possibility being funded at 75%.

Deadlines will be set for cleanup or repair of hangars on land lease tenants. A recommendation was made to set May 31<sup>st</sup>, 2019 as a deadline for cleanup. Tenants with terminated leases due to damage should make a commitment by September 30, 2019, with rebuilding completed or under progress within one year. A motion was made by M. Brown, seconded by F. Ahlman, to set a deadline for lot clean-up to be completed by May 31, 2019; leases entered into and plans submitted for reconstruction by September 30, 2019; building progress or completion date by September 30, 2020. Motion carried.

**e. AD/FBO Rebuild:** The FBO hangar will be built without the planned addition that was in the CIP as disaster funding can only be applied to replace what had previously existed. The FAA is recommending a delay in constructing the arrival/departure (AD) building until a later date when additional funds are available.

Plans and estimates for the new hangar are being completed by Krause Anderson, with an expected timeline for bids in late July. After discussion it was agreed to move forward to constructing the hangar and utilizing a temporary space for the AD structure. M. Brown prefers to see the transient space constructed at the same time as hangar construction. Plans are to get the concrete in before winter so the structure can be worked on in the winter. T. Block would like a recommendation from the Board to take to City Council. After discussion a motion was made by M. Brown, seconded by F. Ahlman, to build a 15,500 square foot hangar and hold off on the AD building until federal and state funds are available. Motion carried.

## 5. OTHER

Steve Spang should be recognized for his support in providing hangar space for Quality Aviation. Senator Jasinski stopped at the airport and thanked S. Spang for his generosity.

There were discussions about encouraging industries to write letters to the FAA and MnDOT expressing the needs for a longer runway so that potential project could be moved up as we show a need for the expansion.

Storage of non-aviation items being stored in hangars was discussed. Policy indicates as long as the hangar is primarily being used for aircraft storage it's ok to have non-certified aircraft or other non-aviation uses.

**6. NEXT AIRPORT BOARD MEETING:** May 15, 2019

**7. ADJOURN:** T. Waarvik adjourned the meeting at 8:40 a.m.