



**AIRPORT ADVISORY BOARD
MEETING MINUTES**

September 19, 2018

7:00 a.m.

Airport 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, R. Goracke, C. Hooper, P. Johnson, T. Waarvik

Members absent: D. Nelson

Airport Staff present: J. Serres

Staff present: T. Block, T. Manz

Others present: M. Knoff, Foth Infrastructure and Environment, LLC

2. APPROVAL OF MINUTES

Minutes of August 15, 2018, were submitted for approval. A motion was made by M. Brown, seconded by F. Ahlman, for approval of the minutes of August 15, 2018. Motion passed.

3. AIRPORT MANAGER UPDATE

J. Serres reports staff continues to work on mowing and are over seeding in the watershed area. There has been a lot of activity at the airport.

4. AIRPORT IMPROVEMENTS UPDATE

- a. Fuel System Replacement:** The pad has been completed with the next step being electrical installation. The initial completion date is scheduled for October 1st.
- b. Taxilane G Pavement Rehabilitation:** Milling started Tuesday of this week. J. Serres has inquired with North Memorial if they would like to relocate temporarily while the work takes place. All work should be completed within fifteen days.
- c. Yellow Hangar Demolition:** Demolition has been completed. Water and sewer mains had to be relocated as they would have been under the site for the SteinAir building.
- d. Airport Utilities:** The utilities extension has been completed. Steele Waseca needs to come in and finalize the electric. Xcel is still working on completing a design for gas.

5. OTHER

- a. **SteinAir:** Footings are going in for SteinAir, along with compacting and filling of the site.
- b. **Hangar Builds:** B. Jaeger's hangar is nearing completion. T. Block has been contacted by someone currently out of state who may be interested in relocating and building a hangar; however has not heard from him since the initial inquiry.
- c. **Cross Country Soaring:** Board members are concerned with issues of cars parking in front of T-hangars while visiting or flying with Cross Country Soaring. There is an additional security concern that clients should not be given the access code to open the gates and should be using the public parking lot. The lobby of the arrival/departure building should be utilized for clients, with Cross Country staff meeting them and providing access. J. Serres has spoken to Don Ingraham about this, so far with no remedy. T. Block indicated the lease for 2019 will include an exhibit detailing what can and cannot be done, including parking and providing the security code to clients.
- d. **Economic Symposium:** J. Serres is scheduled to speak at an economic symposium on Friday afternoon about aviation, growth and potential air traffic due to proximity to the industrial park.
- e. **Aircraft Storage Hangar:** M. Brown inquired about the addition to the main building. Block indicated this was on the CIP for 2020. It would need to be classified for public use such as transient airplane storage, to receive funding. Brown asked if economic funds would be available for additional funding.

6. NEXT AIRPORT BOARD MEETING – October 17, 2018

7. ADJOURN – T. Waarvik adjourned the meeting at 7:55 a.m.