



**AIRPORT ADVISORY BOARD  
MEETING MINUTES**

**June 16, 2021**

**7:00 a.m.**

**Airport Meeting Room**

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**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, & T. Waarvik

Members absent: B. Smith

Staff present: T. Block, T. Manz

**2. APPROVAL OF MINUTES**

Minutes of May 19, 2021, were submitted for approval. A motion was made by M. Brown, seconded by P. Johnson for approval. Motion passed.

**3. AIRPORT MANAGER UPDATE**

J. Serres not present to give an update.

**4. OTHER**

- a. Airport Open House – C. Hooper reported on a meeting with FAPA. They are unable to host a breakfast, but would like to participate in an open house in other ways. A date has not been set, but September looks to be a good option. There was discussion on bringing in a food truck. FAPA will meet again before the next Airport Advisory Board meeting.
- b. Airfield Matters – T. Block is recommending the airport adopt rules for operations on the airfield. The minimum standards do not list in detail what is allowed and not allowed. The FAA is going to get back with information on how others have handled any situations that arise, and provide suggestions for moving forward with specific rules not listed in the MnDOT or FAA documents. The findings from the FAA will be discussed with the City Attorney once received.
- c. Future Runway Extension – M. Brown is receiving a monthly flight count list to track activity, feeling that MnDOT data is lower than the reports he is seeing. T. Block will get back to the Board on what the requirements for type of aircraft is considered in the data for justification by MnDOT and the FAA for a future runway.

**5. NEXT AIRPORT BOARD MEETING:** July 21, 2021

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