



**AIRPORT ADVISORY BOARD
MEETING MINUTES**

August 17, 2019

7:00 a.m.

Airport Temporary AD Bldg.

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: W. Smith

Airport Staff present: J. Serres

Staff present: T. Block, T. Manz

2. APPROVAL OF MINUTES

Minutes of June 19, 2019 were submitted for approval. A motion was made by D. Nelson, seconded by C. Hooper for approval of the minutes of June 19, 2019. Motion passed.

3. AIRPORT MANAGER UPDATE

Heselton Construction repaired the west taxilane. The fuel system painting has been completed and only a few minor items remain before this project can be closed out. Rebuilding of private hangars is moving along with Bates and VanThomme hangars completed. Ron Ovans is waiting for doors to be installed and his hangar will be complete. Pete Dahl is in the process of purchasing Jim Henry's hangar and plans to repair the storm damaged hangar.

4. AIRPORT IMPROVEMENTS UPDATE

a. Hangar Repairs: Minor items remain and when completed this project can be closed out.

b. AD/FBO Rebuild: The contract agreement is in process for approving Jaeger Construction. T. Block provided a preliminary layout for the new office and hangar. The rendering showed two options for the office layout, with layout B being the preferred option. B. Jaeger indicated three items, including removal of the existing slab, pouring the foundation and putting together a pre-bid package, will need to be completed by October. Once those items are complete, the wall panels can be installed and indoor construction can continue throughout the winter months. Potential completion would be March, 2020.

Advisory Board preference for exterior color would be to match the gray color of SteinAir building with the blue City of Faribault logo.

5. OTHER

The VOR lease is expired. The State would like to take over and have provided all of the equipment. The State of Minnesota would like an e-mail stating the City is in agreement to releasing the lease from the Morgan's. A motion was made by M. Brown, seconded by C. Hooper to approve releasing the VOR lease from the Morgan's and assigning a new lease to the State of Minnesota. Motion carried.

There are complaints over customer parking for the glider operation. Customers should not be allowed to go through the gate to get to the operations. Trucks going to the grass area are not equipped with amber lights. Serres would like to have something in writing before the 2020 season to address the parking issues. He added that they are improving on clearing the runway quickly and having better ground communications.

Complaints have been expressed about maintenance operations taking place without proper insurance and licensing. F. Ahlman was questioned about his activities. He indicated he only looked a plane over and someone else did 90% of the work. He said he was working under Don's insurance and licenses. Anyone accepting money as a business needs to comply with State requirements for commercial operations.

6. NEXT AIRPORT BOARD MEETING: September 18, 2019

7. ADJOURN: T. Waarvik adjourned the meeting at 7:50 a.m.