

**AIRPORT COMMISSION
CITY HALL COUNCIL CHAMBERS
APRIL 25, 2012
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
 - A. Election of Chairperson (page 4)
 - B. 2012 Fly-In (page 5)
 - C. Slurry Seal – Update
 - D. PAPI's & REIL's - Update
- V. INFORMATIONAL
 - A. MN Council of Airports (MCOA) (page 7)
- VI. ADJOURN

Please contact Ron Mergen at 320-243-3714 ext. 230 or at ron@paynesvillemn.com if you can't attend the meeting.

**Members: Larry Bollman, Gene Beavers, Phil Bailey, Steve Brown & Bert Stanley.
Advisory Members: Ron Mergen, Renee Eckerly, and Chuck DeWolf.**

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Airport Commission. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Airport Commission meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall 320-243-3714 early so that necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 25, 2012

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the March 28, 2012 Airport Commission meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve minutes from the March 28, 2012 Airport Commission meeting.

**MINUTES
AIRPORT COMMISSION**

MARCH 28, 2012

Chairperson Bert Stanley called the meeting to order at 5:15 p.m. Commission members present were Gene Beavers, Steve Brown, Larry Bollman, and Phil Bailey. Renee Eckerly was absent. Others present were Ron Mergen, Public Works Director; Tim Mahoney and Stephanie Hormann, Cable Coordinator.

Motion was made by Brown to approve the minutes from the January 25, 2012 Airport Commission Meeting; noting that the funding has changed to a 90:10 split instead of a 95:5 split as it has been in past years. Seconded by Bailey and unanimously carried.

2012 FLY IN

It was noted that the Fly In sub-committee had met with Steve Whitcomb from the Friends of the Airport and discussed the different attractions and fundraising ideas. The sub-committee concluded that an air show, along with the flight simulator and possible car show is what they would like to see. Members briefly discussed the attractions.

Motion was made by Bailey to proceed with the Airport Fly In and contract with Bill Cowden and Darrel Mossman for two shows at a cost of \$2,000.00, plus fuel and recommend such to the City Council. Seconded by Bollman and unanimously carried.

Funding - Bailey reported that he had contacted several businesses soliciting donations. A list will be compiled and emailed to the Commission members. Also noted was Master Mark Plastics donated a deck valued at \$3,000.00. Members discussed a silent auction or raffle.

Motion was made by Beavers to conduct a \$10.00 raffle. Seconded by Bollman and unanimously carried.

It was questioned if a gambling permit is needed.

The car show was discussed and how to attract participants. Members suggested offering a free breakfast ticket as they do for the pilots.

Task List - the list was reviewed with job duties noted.

SLURRY SEAL

Members were updated on the Slurry Seal project that was scheduled for 2011; however, due to the State shut down and FAA delays the project was postponed. It is now scheduled for late April or May and will only take several days to complete. Once the schedule is known a notice will be sent out.

Motion was made by Beavers to approve the change order with changes to the completion date being June 8, 2012 and recommend such to the City Council. Seconded by Bollman and unanimously carried.

PAPI'S & REIL'S

It was reported that Bolton & Menk, Inc. are working on the design and plan to have the plans ready to bid in May. It was noted this is a 90:10 cost split with the State and City respectively.

There being no further business, the meeting was adjourned at 5:35 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 25, 2012

Agenda Section: Old Business

Originating Department:

Item Number: IV - A

ITEM DESCRIPTION: Election of Chairperson

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.

**2012 Paynesville Municipal Airport Fly-In Breakfast
Task List**

	TASK	RESPONSIBLE PARTY	CONFIRMED
1.	FAA Waiver Application	Ron	
2.	Confirm dates with Performers	Ron	
3.	Price/Caterer/Menu, etc.	FOA	
4.	Send invitations to Fire Department & Ambulance asking for volunteers	Bert	
5.	Arrange for portable restrooms	Ron	
6.	Prepare complimentary breakfast tickets for pilots	Staff	
7.	Trash receptacles – Contact West Central Sanitation, Jeff Bertram	Ron	
8.	Registration table - table and chairs	FOA	
9.	Notify Press – Photo opportunity	Bert	
10.	Water & Pop	FOA	
11.	Create necessary signage	Staff	
12.	Direct traffic/parking of vehicles	Signage	
13.	Confirm Pilots/Commentator	Stave	
14.	Microphone & sound system with CD player	Steve	
15.	Weather Watcher		
16.	Tape off restricted areas – showlines & parking	Volunteers	
17.	Send flyer to all municipal airports	Ron	
18.	Contact Fly Service Station to Close and Open Airport during shows – (800) 642-6505	Pilots	
19.	Coordinate ground radio	Steve/Larry	
20.	Coordinate with all hanger tenants (1-5) on the south side to empty hangers for use on that day	Bert	
21.	Thank You's	Staff	
22.	Contact Mike Noll-Army Chopper	Bert	
23.	Contact Life Link	Bert	

04/16/12

24.	Plane Counter	Steve	
25.	Contact Vendors-Jerry's Flying Service, Waterless Plane Wash, Aviation Art Museum Loren Pearson – Paynesville Radio Control Airplane Club	Phil	
26	Confirm pilots insurance policies – late July	Ron	
27.	Vendors Location & Set up	Volunteers	
28.	Golf Carts & Drivers	Larry	
29.	Make Poster/Flyer	Staff	
30.	Advertising St. Cloud Radio Stations Alexandria TV Station	Bert/Ron	
32.	Flight Simulator	Phil	
33.	Fundraising	Commission Members	
34.	Car Show	Phil	
35.	Raffle Tickets		

2

Minnesota Council of Airports (MCOA)

644 Bayfield Street, Suite #120

St. Paul, MN 55107

News Update for April 2012

The MCOA March Board . . . met at MNDOT in St. Paul, MN and the February meeting minutes and Treasurer's report were approved with the agenda completed as presented. Ulteig presented an innovative way to finance hangars and Dan Gage presented an update on the MN 2050 program. **There will be a final walkthrough (pre-conference) of the Mayo Civic Center on Tuesday afternoon followed by a short Board meeting to assign conference tasks. The annual MCOA membership meeting will be held on Wednesday, April 12th, at 3:45 PM in Suite C in the Mayo Civic Center. Be sure to attend this important meeting!**

MN Airports 2012 conference . . . is ready to go and the planning team did an excellent job putting together this year's event! Many vendors, equipment displays, good food and great company to commiserate with and learn new airport tricks. We'll see you at the conference.

MNDOT Update . . . was provided by Chris Roy and Michael ferry at the Board meeting as follows:

1. The MNDOT accountant suffered an injury, but is back working hard to catch up.
2. The second round of CIP project offers has been sent out; airports need to respond ASAP!
3. The airport studies have been completed and the information is now available on their web site.
4. The State Aviation System Plan (SASP) is going well; a draft will be sent out next month. MNDOT would like FAA to consider approving a warm asphalt mix option.
5. Legislative actions on Aviation issues this year are not looking good, maybe next year.

Florida Man Arrested. . . for shining a laser at commercial jetliners. Glenn Stephen Hansen of St. Cloud allegedly shined a laser 23 times at planes departing Orlando Intl airport between January and March of this year. Hanson has filed more than 500 complaints about the noise from the airport.

Jet Fuel From Wood Chips. . . deserves further study says Tim Edwards of the USAF Research Laboratory. "This fuel passed the most stringent specification tests we could throw at it, such as thermal stability, under some conditions where conventional jet fuels would fail," he said.

Latest Airfare Hikes Due to Rising Fuel Prices . . . Most major carriers have followed the lead of Southwest Airlines and increased fares by \$4 to \$10 per round trip. "Fuel prices are a significant hurdle for the airline industry," a SW spokeswoman said.

U.S. Airlines Post Record Passenger Numbers . . . in 2011. Overall, U.S. airline passenger numbers reached 730 million in 2011, the U.S. Bureau of Transportation statistics reports. This figure was the highest total since 2008 and indicated a continued rise in demand for air travel.

New Vest Lets Travelers Wear Luggage . . . A lightweight vest with 24 pockets could allow travelers to pass through an airport checkpoint wearing almost everything they need for their trip. The vest includes a pocket large enough to carry a laptop computer or an iPad.

Small Airports Could See Service Cuts . . . in 2012. Smaller airports could see service continue to decline as airlines trim capacity, analysts say. Bill Swelbar from MIT predicts "2012 begins a period in which the U.S. air service map begins to redraw itself."

FAA will Delete Paper Version of Medical-Certification Form . . . The FAA has announced plans it intends to end the paper version of its application form for pilots to gain medical certification. As of Oct 1, all applications will be accepted online through the "FAA MedXpress" form. The FAA said the virtual form is "streamlining FAA medical certification into a much more efficient and seamless process."

MN Airport Museum Showcases 1920, 1930 Aircraft . . . Anoka County-Blaine Airport in MN is home to the Golden Wings Flying Museum. The aviation museum contains vintage aircraft from the 1920's & 1930's. "These files chronicle the development of our aircraft industry," said museum owner Greg Herrick. "They are irreplaceable and document the very fabric of American innovation,"

FAA Will Look at Policy on Electronic Devices . . . The FAA says it is considering a new round of testing on the effect of personal gadgets such as e-book readers and iPads on airplanes to determine if they are safe for use onboard. "With the advent of new and evolving electronic technology, and because airlines have not conducted the testing necessary to approve the use of personal electronic devices, the FAA is taking a fresh look at the use of personal electronic devices, other than cellphones, on aircraft," said Laura J. Brown, the FAA's deputy assistant administrator for public affairs.

Duluth Intl Airport to Host Airshow . . . in September. The 2012 Duluth Airshow in Duluth, MN, will feature international aircraft and pilots. The event, slated for Sept 22 and 23, will take place at the Duluth Intl Airport. "We kinda felt that we needed to try and bring in something that people seriously haven't seen in MN and a good way to do that is to try and work with the Canadian government and feature the Canadian Forces Snowbird and then also augment that with the Russians in the MIG-17 and the Mig-21," said Ryan Kern, organizer of the airshow.

***"The difference between a friend and an acquaintance is that a friend helps;
an acquaintance merely advises." "Calgary Bob" Edwards***