

**AIRPORT COMMISSION
CITY HALL COUNCIL CHAMBERS
JULY 28, 2014
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. CIP (page 4)
 - B. Review A.L.P
- V. OLD BUSINESS
 - A. 2014 Fly-In (page 5)
- VI. INFORMATIONAL
 - A. AirTap Briefings (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: Bob McDaniel, VACANCY, Gene Beavers, Matt Larson, and Steve Brown.
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: July 28, 2014

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the May 28 and June 4, 2014 Airport Commission meetings.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve minutes from May 28 and June 4, 2014 Airport Commission meetings.

**MINUTES
SPECIAL AIRPORT COMMISSION MEETING**

MAY 28, 2014

Steve Brown called the meeting to order at 5:10 p.m. Other Commission members present were Bob McDaniel, Matt Larson, and Gene Beavers. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc. Also present was Jay Thompson.

2014 FLY IN

Commission members discussed options for the breakfast. McDaniel reported he has been in contact with Beats U Cooking and said they would cater everything in. This would free other volunteers up. Larson noted that he was in contact with Steve Whitcomb and has all the information and is willing to head up the Friends Of The Airport and continue the process we have utilized in the past. Members also discussed how much will need to be charged to cover all costs. Other attractions discussed were a bounce house for kids, drawing for an IPad, face painting, and car show. McDaniel will visit with Beats U Cooking and check on what they can provide for \$5.00 per plate. Members also reviewed the task sheet and suggested that the Commission meet again on June 4, 2014 at 5:00 p.m.

2014 BEACON

DeWolf presented an engineering proposal letter for the project that includes design, engineering, electrical, structure, grant administration, and close out. This project is on the CIP plan for 2014 with a Federal Grant split of 90:10. DeWolf reported that the State is looking at funding 5% and Bolton & Menk, Inc. will look into the grant opportunity.

Motion was made by Larson to proceed with the Airport Beacon project and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

There being no further business, the meeting was adjourned at 5:55 p.m.

**MINUTES
SPECIAL AIRPORT COMMISSION MEETING**

JUNE 4, 2014

Steve Brown called the meeting to order at 5:00 p.m. Commission members present were Bob McDaniel and Matt Larson. Gene Beavers was absent. Advisory member present was Ron Mergen, Public Works Director.

2014 FLY IN

McDaniel reported on his meeting with Beats U Cooking to cater the breakfast for the Fly In. Beats U Cooking wants to provide 3 options for breakfast:

1. coffee & roll
2. pancakes & bacon
3. ham & eggs

The caterer would like the Friends Of The Airport to take a percentage of the proceeds and not a flat \$2.00 per plate. Other items discussed included:

1. a jump house for kids
2. car show
3. iPad drawing for the Pilots In Command

Larson will follow up on these items. There was also discussion on giving a discount on fuel during the Fly In. Currently the price is set at \$.37 over cost. It was suggested that the fuel be reduced \$.25 cents per gallon.

Motion was made by Larson to discount the fuel price by \$.25 cents during the Fly In to attract pilots and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

There being no further business, the meeting was adjourned at 5:40 p.m.

(PEX) - Painesville Municipal Airport

5-YEAR AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) DRAFT

Federal Entitlement Balance FY 2013: \$190,871

****ALL COSTS BASED ON ESTIMATES USING 2011 PRICES**

State FY	Fed FY	Description	Funding Participation FAA %	Funding Participation State %	Funding Participation Local %	Project Cost	Federal Entitlement Funding	Other Federal Funding	State Funding	Local Funding	Other Programs	Local Project Priority	Project Bid Date	Federal Entitlement Balance
2014		Rehabilitate Fuel System	0%	50%	50%	\$ 15,000	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ -	2	-	\$190,871
2014		Update Airport Zoning (State Eligible Costs funded 70%)	0%	50%	50%	\$ 36,000	\$ -	\$ -	\$ 25,200	\$ 10,800	\$ -	1	-	\$190,871
2014		Acquire Land for Hangar Area (Parcels 12, 13)	90%	0%	10%	\$ 140,000	\$ 126,000	\$ -	\$ -	\$ 14,000	\$ -	1	5/15/2014	\$214,871
2014		Construct Airport Beacon	90%	0%	10%	\$ 70,000	\$ 63,000	\$ -	\$ -	\$ 7,000	\$ -	2	5/15/2014	\$151,871
2014		Environmental Assessment for Parallel Taxiway (Phase I & Phase II)	90%	0%	10%	\$ 90,000	\$ 81,000	\$ -	\$ -	\$ 9,000	\$ -	1	5/15/2014	\$70,871
2015		NO PROJECTS PROGRAMMED	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1	-	\$220,871
2016		NO PROJECTS PROGRAMMED	0%	0%	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1	-	\$370,871
2017		Construct Parallel Taxiway - Phase I (Grading)	90%	0%	10%	\$ 890,000	\$ 520,871	\$ 280,129	\$ -	\$ 89,000	\$ -	1	5/15/2017	\$0
2018		Rehabilitate Pavement (Mill & Overlay) - Runway 11/29, Taxiway, Apron, Taxilane	90%	0%	10%	\$ 1,600,000	\$ 150,000	\$ 1,290,000	\$ -	\$ 160,000	\$ -	1	5/15/2018	\$0
Summary for Airport = Painesville Municipal Airport						TOTAL:	\$ 2,841,000	\$ 940,871	\$ 1,570,129	\$ 32,700	\$ 297,300	\$ -		

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2014 Paynesville Municipal Airport Fly-In Breakfast**Task List**

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

07/18/14

24.	Plane Counter	N/A	
25.	Contact Vendors- , Aviation Art Museum Loren Pearson – Paynesville Radio Control Airplane Club	Ron	
26	Confirm pilots insurance policies – late July	N/A	
27.	Vendors Location & Set up	Volunteers	
28.	Golf Carts & Drivers	Bob	
29.	Make Poster/Flyer	Staff	
30.	Advertising MNDOT Web Site Mn Flyer Mid West Flyer St. Cloud Radio Stations Alexandria TV Station		
31.	Fundraising		
32.	Car Show		
33	MNDOT State Patrol Chopper	Steve	

AIR TAP Briefings

A publication of the Airport Technical Assistance Program of the Center for Transportation Studies at the University of Minnesota

Spring 2014 Vol. 14, No. 2

Unmanned aircraft poised to take flight in industry, agriculture

In late 2013, Amazon.com CEO Jeff Bezos reported that the company plans to someday use unmanned aircraft systems (UASs) to deliver packages. Amazon is one of many considering these systems, as the list of potential uses is rapidly expanding. Where is this technology headed, and what does it mean for the region, and for transportation? About 110 state and national experts gathered for a daylong forum April 30 at the University of Minnesota to discuss these issues.

Often referred to as drones or unmanned aerial vehicles (UAVs), modern UASs can be used for a broad range of activities that include aerial photography, surveying, communications, monitoring forest fires and environmental conditions, and protecting critical infrastructure.

According to a 2013 economic report by the Association for Unmanned Vehicle Systems International (AUVSI), the UAS global market, currently at \$11 billion, will grow over the next 10 years to \$140 billion. The economic impact of UAS airspace integration will total more than \$82.1 billion



Attendees joined the discussion in a session on UAS impacts and implications.

between 2015 and 2025, and in Minnesota alone, projections show this integration leading to more than \$142 million and 730 jobs in the first three years.

One of the first industries likely to put UASs into widespread use will be precision agriculture, said Mike Davin with the Twin Cities chapter of AUVSI. Precision agriculture uses technology such as GPS and digital mapping software linked to farm machines to apply the right management practice at the right rate, right time, and right place to optimize crop yields.

Precision agriculture totals approximately 80 percent of the potential commercial market for UASs. Uses include drought management, detecting disease, watering, and spraying pesticides.

The industry is predicted to grow quickly primarily because agriculture faces many new challenges, said Professor David Mulla with the University of Minnesota's Department of Soil, Water and Climate and director of the Precision Agriculture Center.

"We need to feed more people and address environmental issues at the same time. Given that there's only so much farmable land on the Earth, farmers must figure out new ways to be...more and more efficient," he said.

Doing this requires information about different field and crop properties. "We need to collect data, and this is where remote sensing comes into play—whether it's from satellites, airplanes, ground vehicles, or unmanned aerial systems," he said, adding that UASs provide very high-resolution imagery at relatively low cost.

Acknowledging the wide range of experi-



Exhibitors talked with attendees at the unmanned aircraft systems forum.

ence represented by attendees of the forum, Mulla said what is needed are partnerships—between the University, engineers, and businesses, for example. "The engineers can help design the platforms that collect the data...The agronomists and scientists will help develop the systems for interpreting that information and turning it into recommendations, and...businesses will be the ones selling this to farmers and showing them the value," he said. "Ultimately, I think this will benefit the farmers and our food production, our environment, and the public."

Professor Ian MacRae with the University of Minnesota Crookston's Department of Entomology explained that his work over the past 14 years has involved studying the targeted application of insecticides—that is, precision agriculture for insect management. Remote sensing, using near infrared reflection, is one way to detect insect-induced stress on crops, MacRae explained.

"Having the ability to readily and rapidly deploy sensors that can provide some feedback on what stressors are occurring in a field...you don't have to wait for a satellite

UAS continued on page 2

An airport's story: Warroad International

Warroad International Memorial Airport, also known as Swede Carlson Field, is a busy place. Located just north of the town of Warroad, Minnesota, it serves Roseau County and the surrounding area as well as Marvin Windows and its fleet of four aircraft. Airport manager Bethany Sundvor has been with the airport for two years, previously working at Grand Forks International Airport and completing her degree at the University of North Dakota in airport management. She and assistant manager Matt Rachuy manage and maintain the 320-acre

site that houses both corporate and private aircraft. The airport is owned and operated by the City of Warroad.

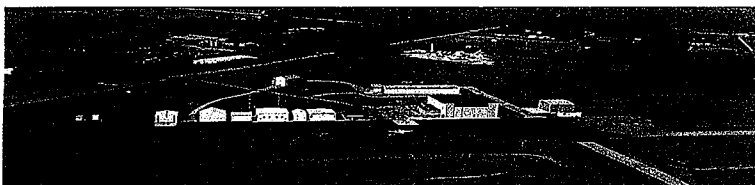
The airport's two runways are 13/31, the main paved runway, which measures 5,400 x 100 feet; and turf crosswind runway 4/22, which is 2,987 x 150 feet. Runway 13/31 is served by a MALSR on both approaches.

Warroad International averages 4,000 operations each year. Marvin Windows regularly flies builders, designers, and suppliers to the area to tour its plant and learn about Marvin's products, averaging at least

two or three flights daily. These flights occur most frequently in the winter, when construction is in the planning stages and builders are more available.

Since the airport is located only four miles from the U.S./Canadian border, the airport houses U.S. Customs services. International flights are processed at the airport on an on-call basis. The Warroad airport is also home to a DNR fire base, with firefighting aircraft operating in the spring and fall of each year.

According to Sundvor, the airport is undertaking rehabilitation of its parallel taxiway this summer, as well as upgrading its fuel stations to include 24-hour credit card fueling. In the near future, the airport also plans to construct a perimeter fence, since wildlife such as deer, coyote, and bear are common in the area.



to pass or to schedule an airplane to fly over the field," MacRae said. "This is very exciting potential new tool." And being able to target the application of insecticide has both economic and environmental benefits, as less insecticide is used, he added.

One of the challenges to broader use of UASs is the lack of rules and regulations. Last November the Federal Aviation Administration (FAA) released its first annual roadmap outlining efforts needed to safely integrate UASs into the nation's airspace; it plans to issue regulations by 2015.

"The greatest challenge is integrating UAS into the National Airspace System (NAS)," explained General Alan Palmer with the University of North Dakota. "We want to do this safely, we want to do no harm, and we want to be sure not to violate somebody's personal space."

The FAA has also established a test site program to aid the integration effort. Sites were chosen in Alaska, Nevada, New York, North Dakota, Texas, and Virginia. The North Dakota test site is the first to be granted an FAA Certificate of Waiver

or Authorization (COA), effective for two years, to begin using a Draganflyer X4ES small UAS. The goal is to collaborate with FAA and industry partners to develop equipment, systems, rules, and procedures.

"We understand the economic impact and potential of this business," the FAA's Randy Willis explained. "We get it, and we are working toward policies and procedures that will enable operators to safely integrate UAS into our NAS. But it's a complex process that requires many considerations, none the least of which are privacy concerns."

In a December 2011 report, the American Civil Liberties Union (ACLU) expressed concerns over the potential invasion of privacy and about "mission creep" — things such as drones being used to fire tear gas at protesters.

"In the research we have done... we have found that people are looking for transparency and accountability," said the ACLU's Charles Samuelson. "As we look as UAS technology as a bright prospective profit source, we have to remember that this profitable business is based in part on informa-

tion we can acquire without compensating the owners of that information.... At this stage of the UAS industry, it is a good time to think about this privacy issue and how to head off what will be a large discussion over next the 20 years."

Another major issue is the existing aviation/navigation infrastructure. When it was built 50 years ago, it didn't account for a future that would include UASs. "There is a lot of work going on to identify the infrastructure changes that would [possibly] take place in order to support the services for UAS," Willis said.

The forum was sponsored by AirTAP; cosponsors were the Minnesota Department of Transportation, the Minnesota Department of Employment and Economic Development, and MnDRIVE (a partnership between the University and the state of Minnesota to advance Minnesota's economy and enhance the University's ability to produce breakthrough research). A proceedings will be available this summer on the AirTAP website.

Workshop shares strategies for reducing aircraft-wildlife conflicts

Birds and aircraft should not flock together. Almost 11,000 bird and other wildlife strikes were reported for U.S. civil aircraft in 2012, according to the Bird Strike Committee USA.

Controlling wildlife near airports is one way to minimize the potential for these dangerous collisions. AirTAP offers an annual training workshop on wildlife control strategies, led by Metropolitan Airports Commission (MAC) staff. This year's event was held May 14 at the MAC Driver Training Center at Minneapolis-St. Paul International Airport.

Instructors John Ostrom from the MAC and Al Schumacher from the USDA provided a comprehensive session on current regulations and recommended practices for wildlife control. After spending much of the day discussing concerns and solutions, participants moved outside for hands-on experience with equipment provided by the MAC and USDA.

The 14 attendees included representatives from airports in International Falls, Thief River Falls, St. Cloud, Park Rapids, Fairbault, Bemidji, and Hibbing, and staff from MnDOT, the FAA, and the MAC.

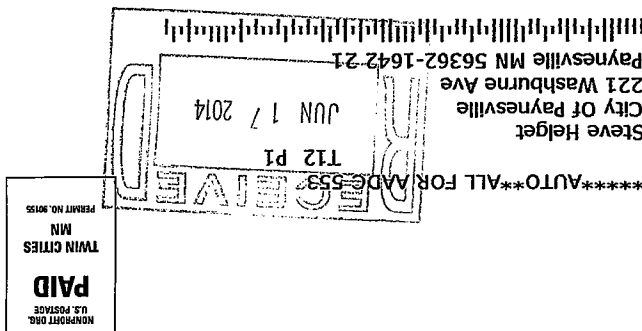
This event continues to be an important session for Part 139 airports, since wildlife training is required annually. Attendee Bill Towle,



airport manager for St. Cloud Regional Airport, said one of the most valuable parts of the day was the direct exchange of ideas about common problems all airports, regardless of size, face daily.

<p>AirTAP was developed through the joint efforts of the Minnesota Department of Transportation (MnDOT), the Minnesota Council of Airports (MCOA), and the Center for Transportation Studies (CTS).</p>	<p><i>Briefings</i> is published quarterly in print and online. Please direct comments to: Amy Friebe, <i>Briefings</i> Editor Mindy Carlson, AirTAP Manager Jim Grothaus, AirTAP Director</p>	<p>Center for Transportation Studies University of Minnesota 200 Transportation & Safety Bldg. 511 Washington Avenue S.E. Minneapolis, MN 55465 Phone: 612-626-1077 E-mail: groth020@umn.edu</p>	<p>Web: www.airtap.umn.edu Designer: <i>Cadie Adhikary</i> Contributing photographer: <i>Michael McCarthy</i> Contributing writers: <i>Nancy Strege, Ann Johnson</i></p>
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AirTAP Briefings

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