

**AIRPORT COMMISSION
CITY HALL COUNCIL CHAMBERS
APRIL 23, 2018
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Election of Officers/Terms (page 4)
 - B. Meeting Schedule (page 5)
 - C. Member Resignations/Appointments (page 6)
 - D. Repayment Agreement (page 9)
 - E. Snow & Ice Control Plan (page 11)
- V. OLD BUSINESS
 - A. Proposed Hangar Layout & Design (page 20)
- VI. INFORMATIONAL
- 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: Phil Bailey, Tom Fread, Jeff Thompson, VACANCY, and Aaron Kranz.
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 23, 2018

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the October 23, 2017 Airport Commission meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve minutes from October 23, 2017 Airport Commission meeting.

**MINUTES
AIRPORT COMMISSION MEETING**

OCTOBER 23, 2017

The meeting was called to order by Chairman Matt Larson at 5:10 p.m. Other members present were Jeff Thompson, Steve Whitcomb, and Phil Bailey were present. Aaron Kranz was absent. Advisory members Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc. were present. Tom Fread, Emergency Services Director was also present.

Motion was made by Thompson to approve the minutes from the July 24, 2017 Airport Commission meeting. Seconded by Bailey and unanimously carried.

PROPOSED CIP

DeWolf presented the CIP Plan:

- 2017- the Airport acquired the property from the City to construct the hangers
- 2018 - will receive the funds back from the City of Hawley
- 2018 - borrow entitlements from other airports, estimated at \$600,000.00 and construct a 10 unit tee hangar, apron, and taxi lanes at an estimated cost of 1.2 million dollars
- Thru 2022 - pay entitlements back to other airports
- 2024 - pavement rehab and the ALP and rehabilitate the runway

Members questioned if the addition of the taxiway should be moved up for safety reasons.

Motion was made by Thompson to approve the CIP and recommend such to the City Council. Seconded by Larson and unanimously carried.

PROPOSED HANGER

Design options were reviewed and a 10 unit tee hangar plan was reviewed with several options:

- Bi-fold doors 44' 6", existing units are 41' 6" and the additional cost would be approximately \$100,000.00 - for the planes that Paynesville accommodates the 41.5 ft. doors will be adequate for the next 20 years.
- The doors would have a 14' clearance, existing units have a 12' clearance, there was a request for one plane that needed 13' clearance - additional cost estimate is \$100,000.00; with only one request members could not justify the additional cost.
- The City has had several requests to insulate the hangars, the cost will be approximately \$15,000.00 each. Members suggested insulating the hangars, but no decision was made on how many.
- The jet pod would have a 58' door with an 18' clearance at an estimated additional cost of \$150,000.00. Members could not justify the additional cost at this time.

DeWolf was directed to draft a rough design for the next meeting.

AIRPORT EMERGENCY PLAN

Tom Fread, Emergency Services Director presented the Emergency Plan. Members briefly discussed the plan with no specific questions. Members thanked Fread for his efforts noting a job well done.

Motion was made by Whitcomb to approve the Airport Emergency Plan and recommend such to the City Council. Seconded by Thompson and unanimously carried.

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

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 23, 2018

Agenda Section: New Business

Originating Department:

Item Number: III - A

ITEM DESCRIPTION: Election of Officers/Terms

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.
Nominations for Vice-Chair.
Nominations for Secretary.

ADMINISTRATOR COMMENTS:

Last year's officers were:
Matt Larson – Chair
Aaron Kranz – Vice Chair
Jeff Thompson – Secretary

Last year's terms were as follows:

Kranz	term expires	Dec. 31, 2017
VACANCY	term expires	Dec. 31, 2017
Bailey	term expires	Dec. 31, 2019
VACANCY	term expires	Dec. 31, 2018
Thompson	term expires	Dec. 31, 2017

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.
A motion to elect _____ as Vice-Chair.
A motion to elect _____ as Secretary.

Motion to set the following terms: _____.

H

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 23, 2018

Agenda Section: New Business

Originating Department:

Item Number: III - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Each Commission this time of year sets their annual meeting schedule. Currently, the Commission meets quarterly on the fourth Wednesday at 5:00 p.m. in the City Hall Council Chambers.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the Airport Commission Meetings for _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 23, 2018

Agenda Section: New Business

Originating Department:

Item Number: III - C

ITEM DESCRIPTION: Member Resignations/Appointments

Prepared by: Staff

COMMENTS:

Steve Whitcomb (effective January 25, 2018) and Matt Larson (effective January 21, 2018) have resigned from the Airport Commission. The Council has replaced one vacancy with Tom Fread.

Replacement suggestions.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____

January 25, 2018


Dear Mayor Jeff Thompson,

I have truly appreciated your and the Council's support of the Paynesville Airport.

I have finished a term on the Airport Commission that ended 12-31-17.

At this time, I wish to resign my seat on that Commission in order to pursue other passions.

Thank you.



Steve C. Whitcomb

JAN 25 2018

1

Ron Mergen

From: Jennifer Welling
Sent: Monday, January 22, 2018 8:14 AM
To: Ron Mergen
Subject: FW: 1-22-18 Airport Commission Meeting Agenda

From: Matt Larson [mailto:MLVentures@hotmail.com]
Sent: Sunday, January 21, 2018 6:30 PM
To: Jennifer Welling
Subject: Re: 1-22-18 Airport Commission Meeting Agenda

I won't be able to make it Monday and I also took a new job and will be out of town a lot so at this time I will need to resign my position on the airport commission.

Thank you
Matt Larson

On Jan 18, 2018, at 3:29 PM, Jennifer Welling <Jennifer@paynesvillemn.com> wrote:

Jennifer Welling
Administrative Assistant/Zoning Specialist
221 Washburne Ave.
Paynesville, MN 56362
Phone: 320-243-3714 ext. 221
Fax: 320-243-3713

<20180122 Airport Comm. Ag.pdf>

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 23, 2018

Agenda Section: New Business

Originating Department:

Item Number: III - D

ITEM DESCRIPTION: Repayment Agreement

Prepared by: Staff

COMMENTS:

Ron Mergen and Chuck DeWolf will give a verbal report. Please review the attached Repayment Agreement with the City of Buffalo, MN in the amount of \$150,000.00.

The City of Buffalo agrees to transfer \$150,000.00 of their 2018 FAA funding to the City of Paynesville to be paid back by no later than 2020.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the Federal Airport Funding Repayment Agreement Between the City of Paynesville, MN and the City of Buffalo, MN and recommend such to the City Council.

FEDERAL AIRPORT FUNDING REPAYMENT AGREEMENT

BETWEEN

**THE CITY OF BUFFALO, MINNESOTA
AND THE CITY OF PAYNESVILLE, MINNESOTA**

WHEREAS, the City of Buffalo agrees to transfer \$150,000 in Federal Fiscal Year 2018 to the City of Paynesville from their usable 2018 FAA funding allocation.

WHEREAS, the City of Paynesville agrees to transfer to the City of Buffalo a portion of their FAA funding allocation no later than Federal Fiscal Year 2020 in re-payment of the total amount of \$150,000.

THEREFORE, the federal fiscal year of the transfer is 2018. Signature of each airport sponsor certifies agreement to repay the donor airport, City of Buffalo, by the recipient, City of Paynesville, per the 2018 FAA transfer agreement. (See FAA Agreement).

The parties to this Agreement understand that repayment of transferred funds is not required by FAA.

The parties to this Agreement understand that the receiving airport shall not be obligated to repay more than the original transferred amount. Interest shall not be applied.

The parties to this Agreement understand that repayment transfer of future FAA funding allocation is contingent on future funding legislation and the availability of funding to the original receiving airport.

Original Receiving Airport:

City of Paynesville Minnesota

Renee Eckerly
City Administrator

Date

Original Donor Airport:

City of Buffalo, Minnesota



Merton Auger
City Administrator

11.30.2017
Date

DRAFT

**SNOW AND ICE CONTROL
PLAN**

(PAYNESVILLE MUNICIPAL)

PEX

Adopted by the Paynesville City Council on _____.

//

CHAPTER 1

Pre-Season Actions

1.1 Airport Preparation

- a. **Airport Management Meetings.** The Airport Manager will typically initiate a meeting in October to discuss equipment and material inventory, repair needs, staffing, budget, training, previous years issue's, and any other topics associated with snow and ice control and its plan.
- b. **Personnel Training.** Public Works and contracted personnel receive training and annual reviews on the following:
 - a. Areas designated as Priority 1 - any new airfield infrastructure, signage, lights, etc.
 - b. Potentials for pilot or vehicular runway incursions or incidents
 - c. Response time to keep runways operational
 - d. Communication, terminology, frequencies, and procedures
 - e. Issuance of NOTAMS and dissemination to ensure timely notification
 - f. Locations to pile snow and where snow piles may cause a hazard
 - g. Review of Runway Condition Assessment Matrix
- c. **Equipment Preparation.** Contractors are responsible to provide and maintain all equipment necessary to clean all the Airport grounds.

1.2 Snow and Ice Control Committee (SICC) Meetings

The Airport Commission will serve as the Snow and Ice Control Committee (SICC). Pilots may review the plan and are asked to provide feedback and make recommendations to the Airport Commission. The Commission will discuss any feedback and make recommendations to the Airport Manager and operational staff.

During the month of October, the Airport Commission will review the plan annually.

The following topics should be discussed in the SICC:

- o Airport clearing operations
- o Areas designated as Priority 1 and any new airfield infrastructure
- o Clearing operations and follow-up airfield assessments
- o Potentials for pilot or vehicular runway incursions or incidents
- o Staff requirements and qualifications (training)
- o Response time to keep runways, taxiways and ramp areas operational
- o Communication, terminology, frequencies, and procedures
- o Monitoring and updating of runway surface conditions
- o Issuance of NOTAMS and dissemination to ensure timely notification
- o Equipment inventory
- o Status of procurement contracts, including storage of materials
- o Procedures for storm water runoff mitigation
- o Snow hauling and disposal
- o New runoff requirements for containment or collection
- o Changes to contract service for clearing ramps

CHAPTER 2

Post Event/Season Actions

2.1 Post Event

After each snow event, airport management will communicate with the snow removal contractor and discuss any issues that have risen from the event.

All members of the Airport Commission will be encouraged to provide feedback to airport management before, during or following each snow event. After a significant event or a challenging operation a separate Airport Commission meeting may be held.

2.2 Post Season

After each snow season an Airport Commission meeting will be held, typically in April, to review the snow season issues and recommendations for changes.

CHAPTER 3

Snow Removal Action Criteria

3.1 Activating Snow Removal Personnel

The Airport Manager is responsible to activate snow removal or clearing operations. In the absence of the Airport Manager the Public Works on call staff will be responsible to activate snow removal operations.

a. Weather Forecasting.

The Airport Manager and Public Works staff are responsible to monitor the current and/or forecast weather conditions.

b. Triggers for Initiating Snow Removal Operations:

<u>Precipitation</u>	<u>Depth in Inches</u>
Slush	.25
Wet Snow	.25
Dry Snow	.25
Ice or Freezing Rain	.25

** Airport conditions are not monitored from 2100 to 0600 hours.

3.4 Airfield Clearing Priorities

a. Priority 1 – runways 1-1 and 2-9 and clearing access to the pilot lounge, tie down area and access road.

- b. **Priority 2** – all remaining areas around the hangers, fuel depot, and parking area.

3.5 Airfield Clearance Times:

Table 1-2. Clearance Times for Non-Commercial Service Airports

<i>Annual Airplane Operations (includes cargo operations)</i>	<i>Clearance Time¹ (hour)</i>
<i>40,000 or more</i>	<i>2</i>
<i>10,000 – but less than 40,000</i>	<i>3</i>
<i>6,000 – but less than 10,000</i>	<i>4</i>
<i>Less than 6,000</i>	<i>6</i>
<i>General: Although not specifically defined, Non-Commercial Service Airports are airports that are not classified as Commercial Service Airports [see Table 1-1, general note].</i>	
<i>Footnote 1: These airports may wish to have sufficient equipment to clear 1 inch (2.54 cm) of falling snow weighing up to 25 lb/ft³ (400 kg/m³) from Priority 1 areas within the recommended clearance times.</i>	

3.6 Snow Equipment List:

a. Contracted Equipment:

- Road Graders
- Plow Truck
- Pay Loader

b. City Equipment:

- Bidirectional Tractor with Blower
- Skid Loader
- Pick up with Snow Plow

3.7 Storage of Snow and Ice Control Equipment.

Contracted Equipment - the contractor is responsible for storage of their own equipment and maintenance.

3.8 Definitions

a. Contaminant. Any substance on a runway, for the purpose of this SICP contaminant is snow, slush, ice or standing water.

b. Dry Snow. Snow that insufficient free water to cause cohesion between individual particles. If when making a snowball, it falls apart, the snow is considered dry.

c. Wet Snow. Snow that has grains coated with liquid water, which bonds the mass together, but that has no excess water in the pore spaces. A well-compacted, solid snowball can be made, but water will not squeeze out.

d. Compacted Snow. Snow that has been compressed into a solid mass that resists further compression and will hold together or break up into lumps if picked up.

e. **Slush.** Snow that has water content exceeding its freely drained condition, such that it takes on fluid properties (.e.g. flowing and splashing). Water will drain from slush when a handful is picked up.

f. **Patchy Conditions.** Areas of bare pavement showing through snow and/or ice covered pavements.

CHAPTER 4

Snow Clearing Operations and Ice Prevention

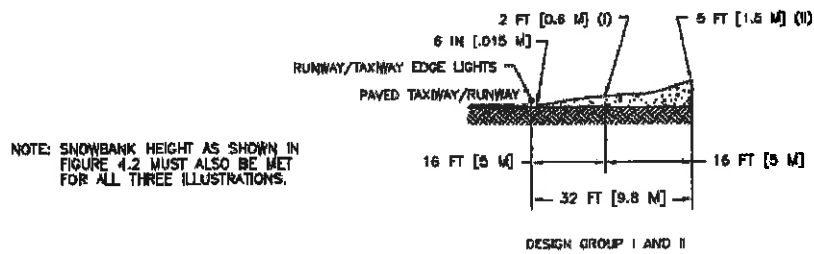
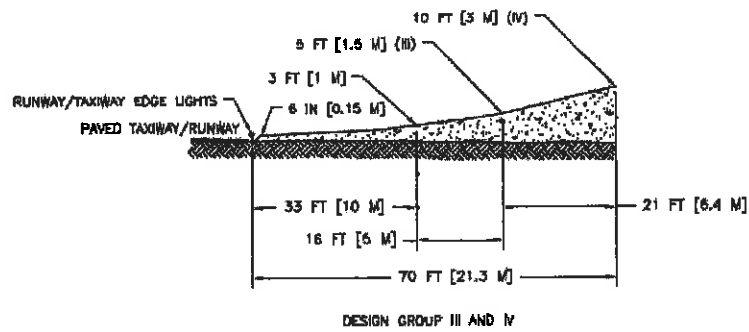
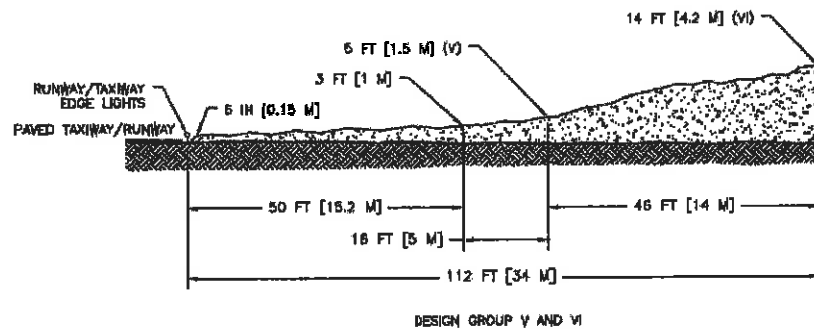
4.1 Snow Clearing Principals

a. **Tie down parking and hanger area:**

- Ensure signs are clear of snow
- Public Works maintenance crews will be dispatched with tractor and snow blower to blow the snow back to an acceptable distance if snow banks accumulate to protrude onto the tie down area that would cause a site view obstruction or to a height that would interfere with the view of signage or lights.

b. **Runway and Taxiways.** Public works maintenance crews will be dispatched with tractor and snow blower and blow the snow back to an acceptable distance if snow banks accumulate to protrude onto the runway or to a height that would interfere with the runway lights. The snow is to be plowed to the full width of the runway.

Snow Bank Height Profiles – See Figure 4-1



NOTE: SNOWBANK HEIGHT AS SHOWN IN FIGURE 4.2 MUST ALSO BE MET FOR ALL THREE ILLUSTRATIONS.

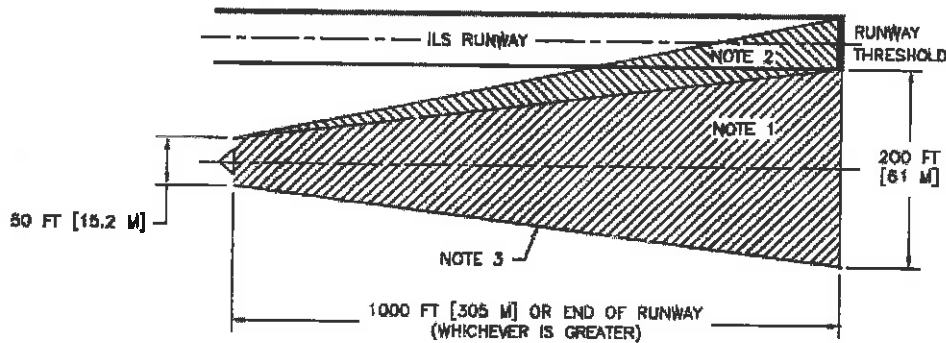
Figure 4-1. Snow Bank Profile Limits Along Edges of Runways and Taxiways with the Airplane Wheels on Full Strength Pavement (see Figure 4-2 guidance)

c) **NAVAIDs ()**

Address triggers to clear each glide slope critical areas and PAPI/VASI and who is responsible. Maps describing critical areas.?????

12/09/08

AC 150/5200-30C



NOTES:

1. CATEGORY I GLIDE SLOPE SNOW CLEARANCE AREA.
2. CATEGORY II AND III GLIDE SLOPE SNOW CLEARANCE AREA. THE AREA DEPICTED UNDER NOTE 1 SHALL ALSO BE CLEARED.
3. THE DEPTH OF SNOWBANKS ALONG THE EDGES OF THE CLEARED AREA SHALL BE LESS THEN 2 FEET.

ACTION TAKEN	SNOW DEPTH		
	SBR <6 IN [15 cm] NR. CECS <18 IN [45 cm]	SBR 6 TO 8 IN [15 TO 20 cm] NR. CECS 18 TO 24 IN [45 TO 60 cm]	SBR >8 IN [20 cm] NR. CECS >24 IN [60 cm]
SNOW REMOVAL (SEE ABOVE FIGURE)	REMOVAL NOT REQUIRED RESTORE FULL SERVICE AND CATEGORY.	ILS CATEGORY I REMOVE SNOW 50 FT [15M] WIDE AT MAST WIDENING TO 200 FT [60M] WIDE AT 1000 FT [300M] OR END OF RUNWAY TOWARD MIDDLE MARKER. ILS CATEGORIES II AND III AS ABOVE PLUS WIDEN THE AREA TO INCLUDE A LINE FROM THE MAST TO THE FAR EDGE OF RUNWAY THRESHOLD.	
NO SNOW REMOVAL	RESTORE FULL SERVICE AND CATEGORY.	ALL CATEGORIES RESTORE TO CATEGORY I SERVICE. CATEGORY D AIRCRAFT MINIMA RAISED TO LOCALIZER ONLY. TYPICAL NOTAM TEXT: "DUE TO SNOW ON THE IXXX (APPROPRIATE IDENTIFIER) GLIDE SLOPE, MINIMA TEMPORARILY RAISED TO LOCALIZER ONLY FOR CATEGORY D AIRCRAFT" IF APPLICABLE, "CATEGORY II NA" OR "CATEGORY II/III NA".	ALL CATEGORIES APPROACH RESTRICTED TO LOCALIZER ONLY MINIMA. TYPICAL NOTAM TEXT: "DUE TO SNOW ON THE IXXX (APPROPRIATE IDENTIFIER) GLIDE SLOPE, MINIMA TEMPORARILY RAISED TO LOCALIZER ONLY.

* NA (NOT AUTHORIZED)

Figure 4-2. ILS CAT I and CAT II/III Snow Clearance Area Depth Limitations

14

4.2 Controlling Snow Drifts

4.3 Snow Disposal

4.4 Methods for Ice Control and Removal-Chemicals

4.5 Sand

No sand will be utilized.

4.6 Surface Incident/ Runway Incursion Mitigation Procedures:

- Review past surface incidents at the airport that have occurred during snow removal operations.
- Discuss how additional vehicles and time on the airfield might lead to a surface incident.
- Preventative measures put in place at the airport to prevent such an occurrence during winter operations.
- Vehicles will be marked and lighted in accordance with AC 150/2510-5, Painting, Marking and Lighting of Vehicles Used on an Airport.

a. Radio Communication.

During snow removal operations the Airport Manager/ground control and contracted operators will carry a portable radio with them and monitor the local channel.

b. Low Visibility and Whiteout Conditions.

If white out conditions occur during snow removal operations they are to clear the runway and notify the Airport Manager/ground control. The Airport Manager/ground control will post a NOTAM of the runway condition.

CHAPTER 5

Runway Surface Assessment Reporting

5.1 Runway Condition Reporting:

- Runway condition reporting is provided whenever the pavement condition is worse than bare and wet.
- Runway conditions will be monitored utilizing the Runway Conditions Assessment Matrix (RCAM).
- The Airport Manager will post a NOTAM airfield surface conditions not monitored between the hours of 2100 p.m. and 0600 a.m. local time. Effective October 15th through April 15th of each year.

R Runway

C Condition

A

M

Assessment Criteria		Downgrade Assessment Criteria		
Runway Condition Description	Code	Mu (μ) ¹	Vehicle Deceleration or Directional Control Observation	Pilot Reported Braking Action
<ul style="list-style-type: none"> Dry 	6	40 or Higher	---	---
<ul style="list-style-type: none"> Frost Wet (Includes Damp and 1/8 inch depth or less of water) 1/8 inch (3mm) depth or less of: <ul style="list-style-type: none"> Slush Dry Snow Wet Snow 	5		Braking deceleration is normal for the wheel braking effort applied AND directional control is normal.	Good
5° F (-15°C) and Colder outside air temperature: <ul style="list-style-type: none"> Compacted Snow 	4	30	Braking deceleration OR directional control is between Good and Medium.	Good to Medium
<ul style="list-style-type: none"> Slippery When Wet (wet runway) Dry Snow or Wet Snow (Any depth) over Compacted Snow Greater than 1/8 inch (3mm) depth of: <ul style="list-style-type: none"> Dry Snow Wet Snow Warmer than 5° F (-15°C) outside air temperature: <ul style="list-style-type: none"> Compacted Snow 	3		Braking deceleration is noticeably reduced for the wheel braking effort applied OR directional control is noticeably reduced.	Medium
Greater than 1/8 (3mm) inch depth of: <ul style="list-style-type: none"> Water Slush 	2		Braking deceleration OR directional control is between Medium and Poor	Medium to Poor
<ul style="list-style-type: none"> Ice² 	1	20 or Lower	Braking deceleration is significantly reduced for the wheel braking effort applied OR directional control is significantly reduced.	Poor
<ul style="list-style-type: none"> Wet Ice¹ Slush over Ice Water over Compacted Snow² Dry Snow or Wet Snow over Ice¹ 	0		Braking deceleration is minimal to non-existent for the wheel braking effort applied OR directional control is uncertain.	Nil

¹ The correlation of the Mu (μ) values with runway conditions and condition codes in the Matrix are only approximate ranges for a generic friction measuring device and are intended to be used only to downgrade a runway condition code; with the exception of circumstances identified in Note 2. Airport operators should use their best judgment when using friction measuring devices for downgrade assessments, including their experience with the specific measuring devices used.

² In some circumstances, these runway surface conditions may not be as slippery as the runway condition code assigned by the Matrix. The airport operator may issue a higher runway condition code (but no higher than code 3) for each third of the runway if the Mu value for that third of the runway is 40 or greater obtained by a properly operated and calibrated friction measuring device, and all other observations, judgment, and vehicle braking action support the higher runway condition code. The decision to issue a higher runway condition code than would be called for by the Matrix cannot be based on Mu values alone; all available means of assessing runway slipperiness must be used and must support the higher runway condition code. This ability to raise the reported runway condition code to a code 1, 2, or 3 can only be applied to those runway conditions listed under codes 0 and 1 in the Matrix.

The airport operator must also continually monitor the runway surface as long as the higher code is in effect to ensure that the runway surface condition does not deteriorate below the assigned code. The extent of monitoring must consider all variables that may affect the runway surface condition, including any precipitation conditions, changing temperatures, effects of wind, frequency of runway use, and type of aircraft using the runway. If sand or other approved runway treatments are used to satisfy the requirements for issuing this higher runway condition code, the continued monitoring program must confirm continued effectiveness of the treatment.

Caution: Temperatures near and above freezing (e.g., at 26.6° F (-3°C) and warmer) may cause contaminants to behave more slippery than indicated by the runway condition code given in the Matrix. At these temperatures, airport operators should exercise a heightened level of runway assessment, and should downgrade the runway condition code if appropriate.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Commission

Committee/Council Meeting Date: April 23, 2018

Agenda Section: Old Business

Originating Department:

Item Number: V - A

ITEM DESCRIPTION: Proposed Hangar Layout & Design

Prepared by: Staff

COMMENTS:

Please review the attached layout.

Excerpt of minutes from the October 23, 2017 Airport Commission Meeting:

PROPOSED HANGER

Design options were reviewed and a 10 unit tee hangar plan was reviewed with several options:

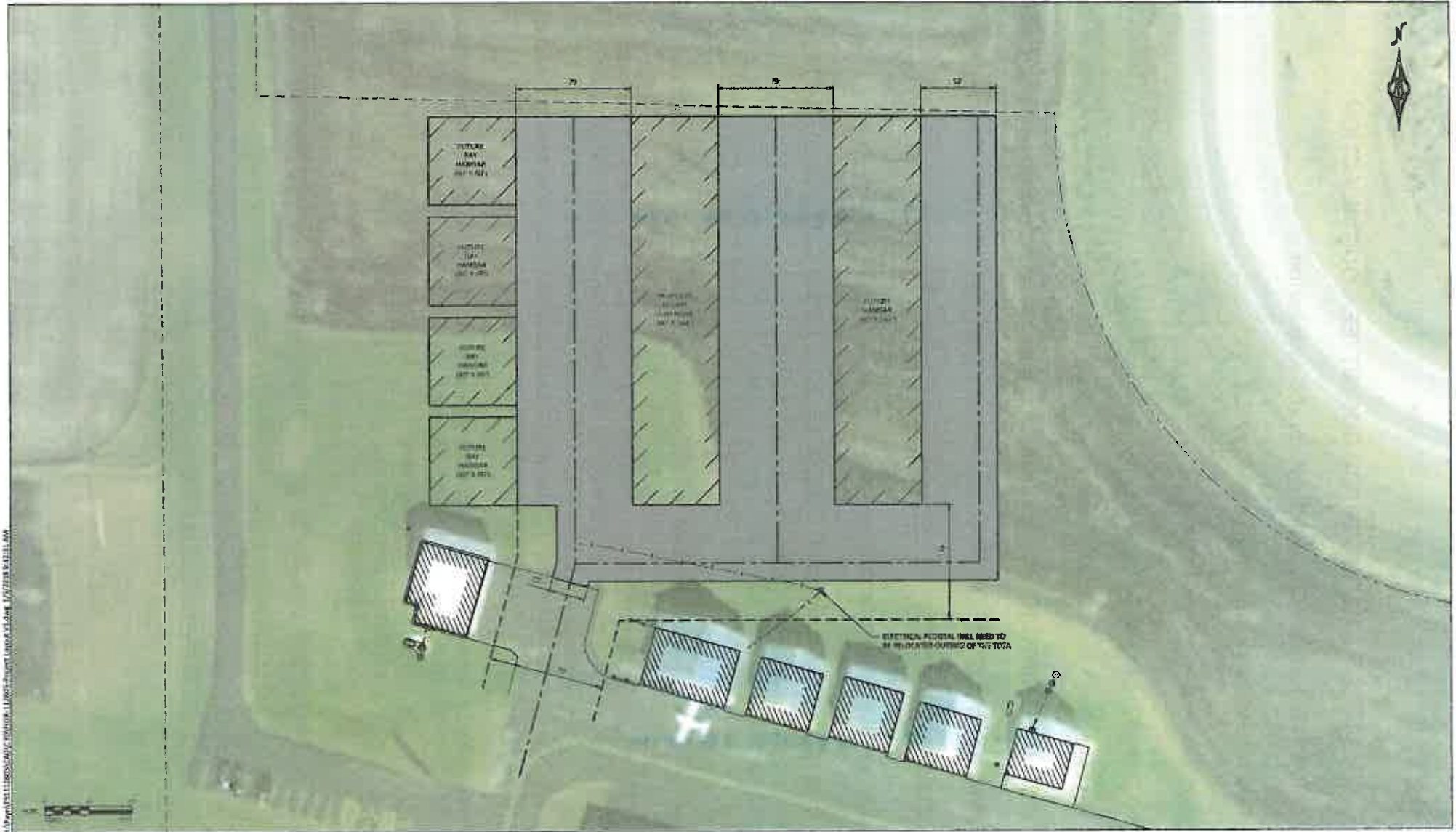
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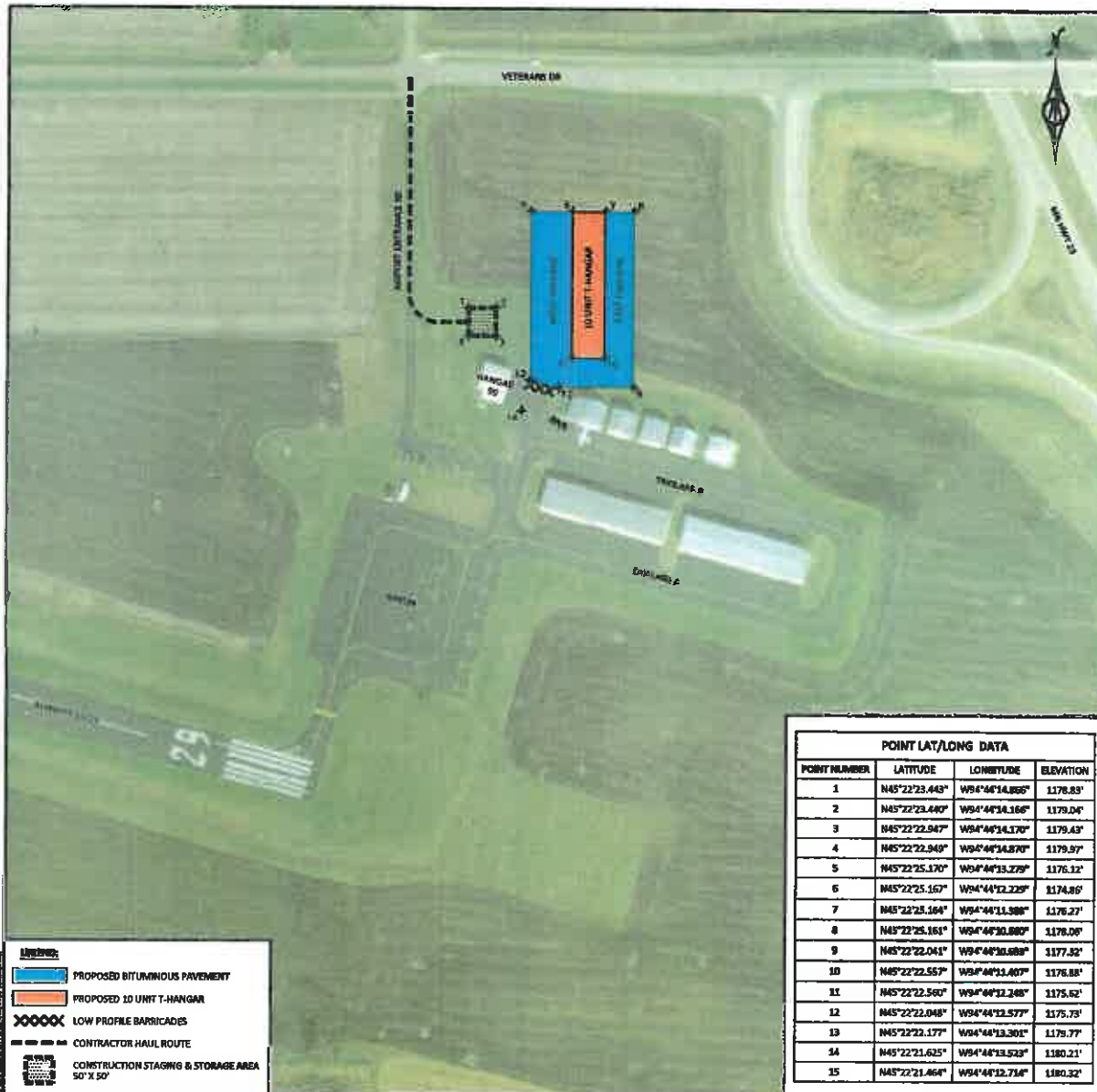
ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____



21



POINT LAT/LONG DATA			
POINT NUMBER	LATITUDE	LONGITUDE	ELEVATION
1	N45°22'23.443"	W94°44'14.866"	1178.83'
2	N45°22'23.490"	W94°44'14.166"	1179.04'
3	N45°22'22.947"	W94°44'14.170"	1179.43'
4	N45°22'22.949"	W94°44'14.870"	1179.87'
5	N45°22'25.170"	W94°44'13.279"	1176.12'
6	N45°22'25.167"	W94°44'12.229"	1174.86'
7	N45°22'25.164"	W94°44'11.388"	1176.21'
8	N45°22'25.161"	W94°44'10.880"	1176.06'
9	N45°22'22.041"	W94°44'10.888"	1177.52'
10	N45°22'22.557"	W94°44'11.467"	1176.88'
11	N45°22'22.560"	W94°44'12.248"	1175.52'
12	N45°22'22.048"	W94°44'12.577"	1175.73'
13	N45°22'22.177"	W94°44'13.301"	1179.77'
14	N45°22'21.625"	W94°44'13.523"	1180.21'
15	N45°22'21.464"	W94°44'12.714"	1180.32'

SAFETY AND CONSTRUCTION NOTES
(SEE CONSTRUCTION SAFETY AND PHASING PLAN IN SPECIFICATIONS FOR ADDITIONAL DETAIL)

- AIRCRAFT OPERATIONS AREA**
- RUNWAY 11/29 SHALL REMAIN OPEN AND OPERATIONAL FOR THE DURATION OF THE PROJECT.
 - AIRPORT SHALL ISSUE ALL NOTAMS
 - CONTRACTOR SHALL WORK WITH OWNER OF HANGAR 99 TO ALLOW ACCESS TO AND FROM HANGAR WHENEVER NEEDED.
- CONSTRUCTION EQUIPMENT:**
- ALL CONSTRUCTION EQUIPMENT MUST BE MARKED WITH A 3-FEET X 3-FEET ORANGE AND WHITE CHECKERED FLAG.
 - A FLASHING AMBER BEACON IS OPTIONAL BUT IS REQUIRED DURING TIMES OF LOW VISIBILITY.
 - CONTRACTOR MUST OBTAIN APPROVAL FROM THE ENGINEER FOR ANY EQUIPMENT WHICH EXCEEDS A HEIGHT OF 30-FEET.
- SWEEPING AND CLEANING:**
- CONTRACTOR SHALL HAVE A SWEEPER ON-SITE AT ALL TIMES TO PICKUP DEBRIS FROM ACTIVE PAVEMENT AREA AS IT OCCURS.
- H.A.L. ROUTES:**
- HAUL ROUTES AND ACCESS TO THE CONSTRUCTION SITE ARE DEPICTED ON THIS SHEET.
 - GROUND OPERATIONS ARE UNCONTROLLED AT THE AIRPORT. WHEN A RUNWAY OR TAXIWAY IS OPEN TO AIR TRAFFIC, THE CONTRACTOR MUST OBTAIN RADIO CLEARANCE PRIOR TO PROCEEDING.
 - THE AIRPORT FREQUENCY IS 122.90 MHz.
- STAGING AREAS:**
- STAGING AREA SHALL BE RESTORED TO ORIGINAL CONDITION AT CONTRACTOR'S EXPENSE AFTER PROJECT IS COMPLETED.
 - EXACT LOCATION TO BE DETERMINED BY ENGINEER.

CONSTRUCTION NOTES

WORK ELEMENTS:

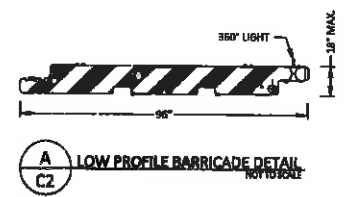
- TAXIWAY B & APRON CONSTRUCTION
- 10 UNIT T-HANGAR CONSTRUCTION

ACTIVE AREAS AFFECTED

- AREAS DIRECTLY ADJACENT TO CONSTRUCTION

DURATION

- SCHEDULE 1: CIVIL SITE WORK: T-HANGAR FOOTINGS, FOUNDATION, & FLOOR SLAB
- SCHEDULE 1 SUBSTANTIAL COMPLETION SHALL BE ACHIEVED BY DECEMBER 1, 2018
- SCHEDULE 2: 10 UNIT T-HANGAR
- SCHEDULE 2 SUBSTANTIAL COMPLETION SHALL BE ACHIEVED BY JULY 1, 2019
- FINAL COMPLETION SHALL BE ACHIEVED BY AUGUST 1, 2019



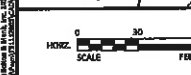
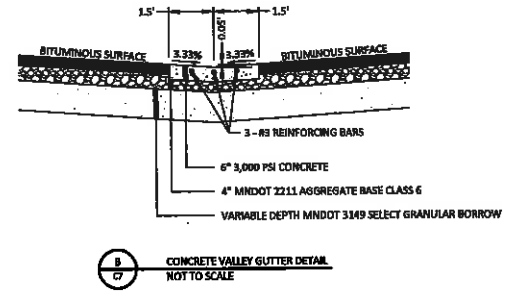
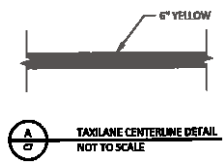
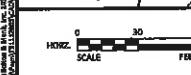
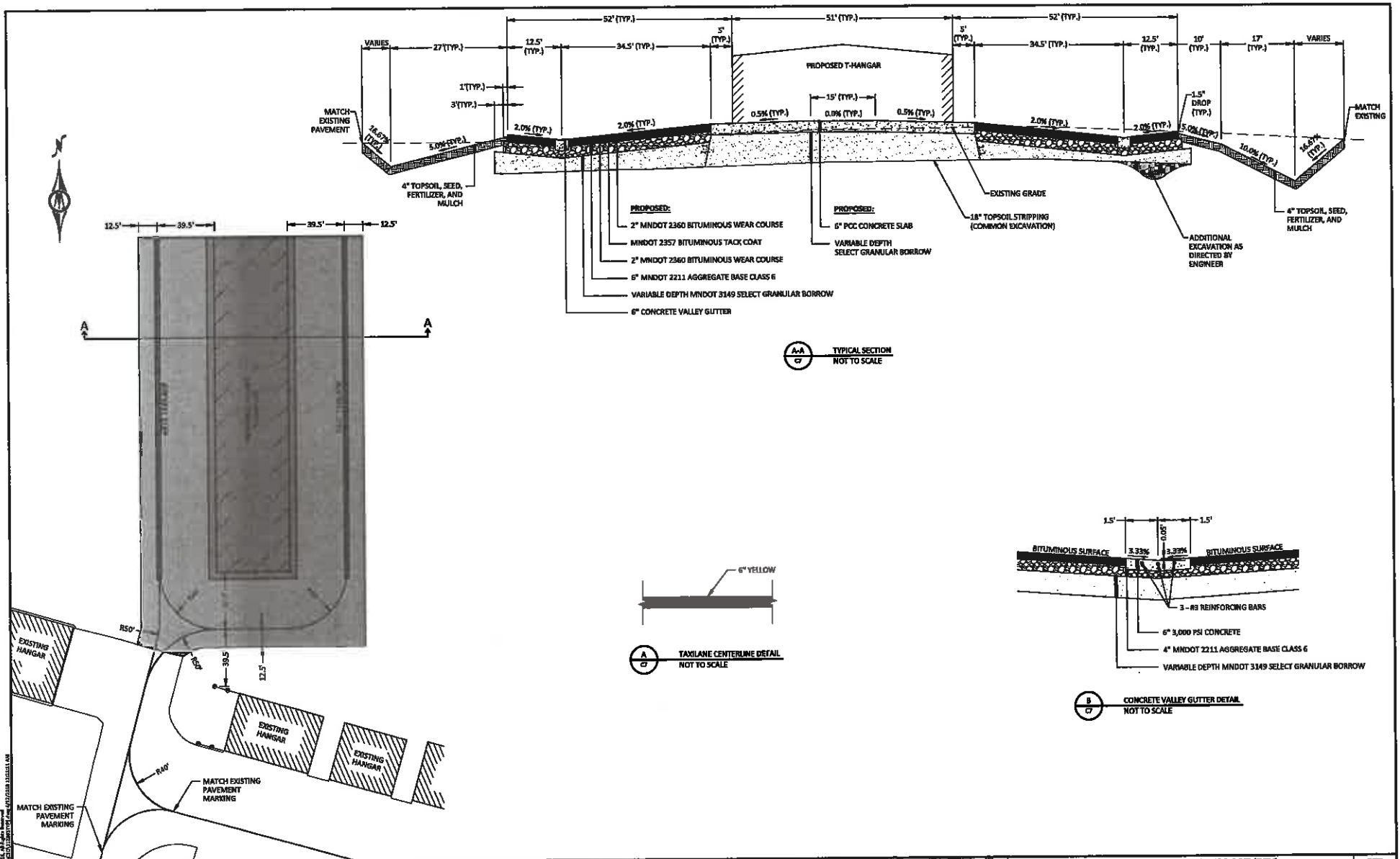
NOTES:
GAPS BETWEEN BARRICADES SHALL BE NO MORE THAN 10 FEET.

BOLTON & MENK
12324 MIDCOURT AVENUE
BOWLING GREEN, MISSISSIPPI 38927
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DATE	BY	DESCRIPTION	SHEET
			C2

PAYNESVILLE MUNICIPAL AIRPORT (PEX)
10 UNIT T-HANGAR CONSTRUCTION
CONSTRUCTION SAFETY & PHASING PLAN

22



DESIGNED BY: JAM
CHECKED BY: JAM
DATE: 11/11/2025

NOBALD A. ROETZEL
LIC. NO. 12036
11/11/2025



32224 NICOLLET AVENUE
BURNSVILLE, MINNESOTA 55337
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Email: burnsvi@bolton-menk.com
www.bolton-menk.com

NO.	REVISION	DATE
1	JAM	
2	JAM	
3	JAM	
4	JAM	
5	JAM	

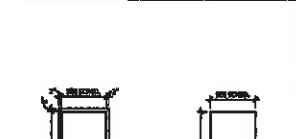
PAYNESVILLE MUNICIPAL AIRPORT (PEX)
10 UNIT T-HANGAR CONSTRUCTION
TYPICAL SECTION, PAVEMENT MARKING PLAN & DETAILS

SHEET
C7

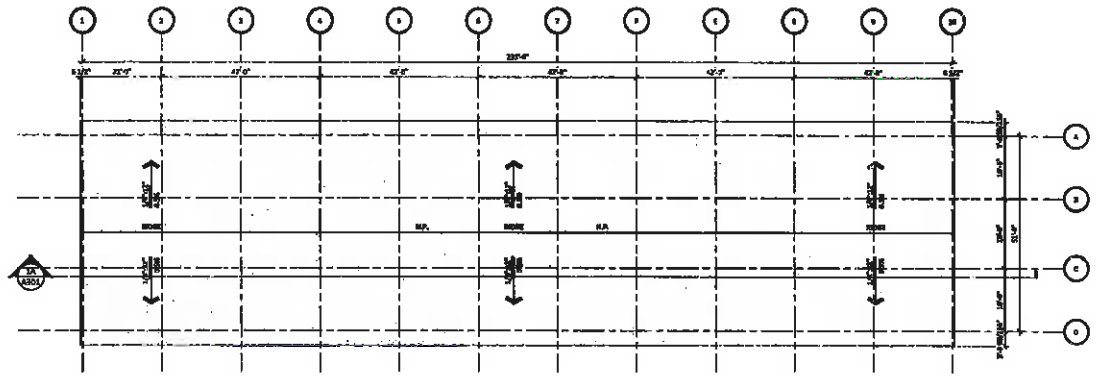
23

NO.	SYMBOL	WIDTH	HEIGHT	SWG	DOOR		FRAME		GLASS		SILL		HEAD		FINISH		NOTES
					TYPE	FINISH	FINISH	FINISH	FINISH	FINISH	FINISH	FINISH	FINISH	FINISH			
01	HANGAR A	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
02	HANGAR B	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
03	HANGAR C	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
04	HANGAR D	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
05	HANGAR E	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
06	HANGAR F	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
07	HANGAR G	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
08	HANGAR H	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
09	HANGAR I	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
10	HANGAR J	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
11	HANGAR K	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
12	HANGAR L	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
13	HANGAR M	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
14	HANGAR N	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
15	HANGAR O	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
16	HANGAR P	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
17	HANGAR Q	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
18	HANGAR R	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
19	HANGAR S	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
20	HANGAR T	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
21	HANGAR U	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
22	HANGAR V	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
23	HANGAR W	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
24	HANGAR X	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
25	HANGAR Y	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	
26	HANGAR Z	7'-0"	7'-0"	1/2"	SW	1	SW	1	SW	1	SW	1	SW	1	SW	1	

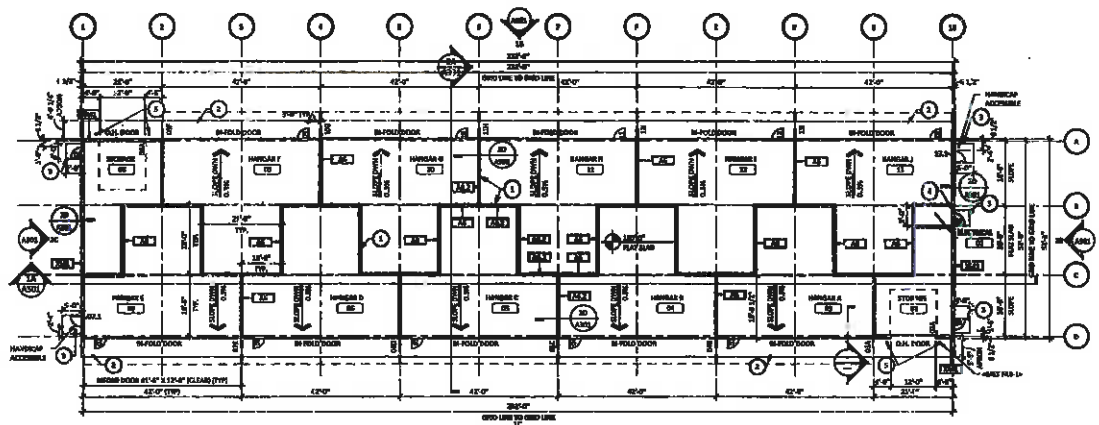
SHEET MATERIAL ID LIST



FRAME TYPES DOOR TYPES



2A ROOF PLAN SCALE 3/8"=1'-0"



1A MAIN LEVEL PLAN SCALE 3/8"=1'-0"

ROOF PLAN GENERAL NOTES

- ROOF OVERHANG TO BE 8" FROM DOOR HEADS.
- COORDINATE FRAMING AND FINAL LOCATION OF ALL FLASHING SUPPORT WITH THE HYDROLOGIC DRAINAGE SUBSTRUCTURE.
- PROVIDE FLOOR SLOPE TO ALL ROOF DRAIN. ROOF SLOPE TO BE 1/4" PER FOOT MINIMUM.
- RECOVER CONTRACTOR TO VERIFY ALL ROOF DETAILS COMPLY WITH APPROVED ROOFING DETAILS. IT IS THE RESPONSIBILITY OF THE ROOFING CONTRACTOR TO SUPPLY AND INSTALL ALL MATERIALS AND ACCESSORIES TO EXCEED CURRENTLY MOST WARRANTY.
- REFER TO MECHANICAL AND ELECTRICAL REQUIREMENTS FOR ALL HVAC, CEILING, VENTS, RISERS, CONDUITS, AND OTHER FEATURES PENETRATING ROOF SURFACES WHICH REQUIRE FLASHING AND COORDINATE THE LOCATION AND LOCATION OF FLASHING.
- ALL ROOF SUBSTRUCTURES TO APPLY ANY ADDITIONAL MATERIALS ON THIS DRAWING AS REQUIRED.
- EDGE OF OVERHANG ROOF FLASHING SHALL BE LOCATED 2" ABOVE ROOF DRAIN SUMP THREE WALL.
- SEE MECHANICAL DRAWINGS FOR FINAL QUANTITIES & FINAL LOCATIONS OF VENTS THROUGH ROOF.
- PROVIDE FLASHING BLOCK AT ALL PENETRATION AND SECONDARY WITH CORROSION RESISTANT FLASHING AND SHORLY BY INSULATION ROOFING.
- INSTALL ROOF FLASHING FROM TO OUTSIDE & WINDWARD OF ANY PENETRATION.

FLOOR PLAN GENERAL NOTES

- COORDINATE DIMENSIONS BY ARCHITECT (8'-0" x 4'-0") BY EQUIPMENT VENDOR.
- ALL INTERIOR WALLS SHALL BE 1/2" G.I.B.
- COORDINATE FLOOR OPENING DIMENSIONS AND CLEARANCES BY MECHANICAL CONTRACTOR - TYPICAL.
- VERIFY COLUMN AND WALL PLACEMENT WITH BUILDING SUPPLIER/CORPORATION.
- PREPARED GROUND WALLS AND THEM COULD BE DETERMINED BY OWNER FROM PHOTOGRAPHS TO BE FLUSH WITH MANUFACTURED CEMENTWORK.

FLOOR PLAN KEYNOTES

SYMBOL	DESCRIPTION
(Symbol)	STEEL METAL LATH PLAYS TO SETBACK OF REINFORCING BARS.
(Symbol)	CONCRETE LATHING TO STRUCTURAL CONCRETE FORMS TO STRUCTURAL.
(Symbol)	REINFORCING BARS TO STRUCTURAL.
(Symbol)	REINFORCING BARS TO STRUCTURAL.



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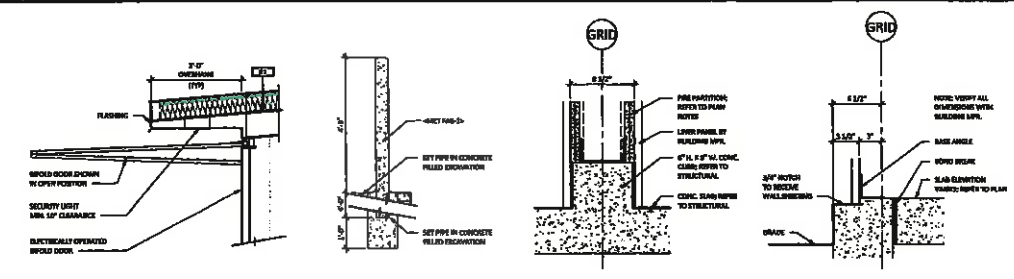
REVISION SCHEDULE
NO. 1 DESCRIPTION DATE

PAYNESVILLE MUNICIPAL AIRPORT
PAYNESVILLE T-HANGAR
PAYNESVILLE, MN

04/13/2018
CONSTRUCTION DOCUMENTS
PROJECT
17244

A201
MAIN FLOOR PLAN AND ROOF PLAN

12



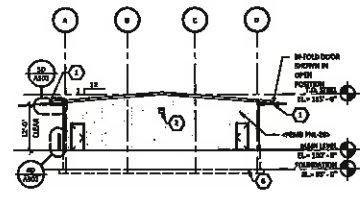
5D BIFOLD DOOR AT EAVE SCALE: 1/2" = 1'-0"
 4D BOLLARD DETAIL TYP. SCALE: 1/2" = 1'-0"
 3D BASE DETAIL AT FIRE PARTITION SCALE: 1/2" = 1'-0"
 2D WALL BASE DETAIL SCALE: 1/2" = 1'-0"

SHEET MATERIAL ID LIST	
MATERIAL ID	DESCRIPTION & QUANTITY
MS1-FRM-1	NO 5005-STEEL BOLTERS, WITH CONCRETE FILL
FORMING-20	1/2" X 2" X 8" PERIMETER WALL PANELS, 475 LBS

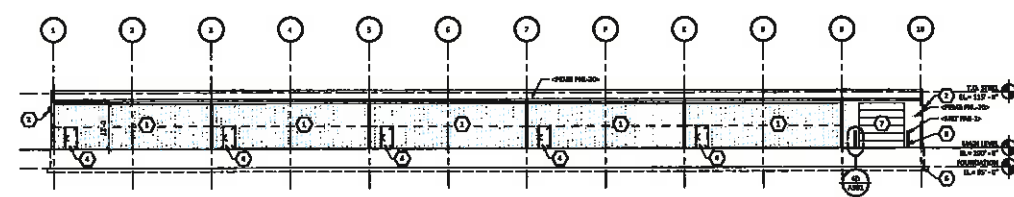
ELEVATION/SECTION KEYNOTE	
KEYNOTE	DESCRIPTION
1	PRE-FINISH WOOD DOOR, 47" X 2 1/2" OF CLEAR, TYPICAL, REFER TO DETAIL DRAWING
2	SECURITY LIGHTS SHALL BE AS SPECIFIED
3	CONCRETE STOPS REFER TO STRUCTURAL
4	PRE-FINISH DOOR BY BUILDING MANUFACTURER WITH DEADBOLT LOCK, 2 1/2" X 4"
5	PRE-FINISH DOOR BY BUILDING MANUFACTURER WITH DEADBOLT LOCK, 2 1/2" X 4"
6	CONCRETE FOUNDATION AND FOOTING SHALL BE STRUCTURAL
7	EXPLICIT WOOD-UP WREATH DOOR
8	CHET FILL & INTERIOR OF BOLLARD REFER TO DETAIL DRAWING
9	3/4" CONCRETE JACKET SHALL BE STRUCTURAL

EXT. ELEVATION GENERAL NOTES

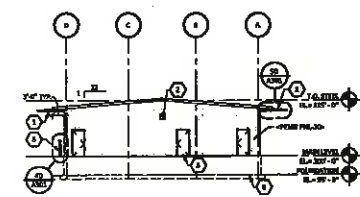
- A. VERIFY COLUMN AND WALL PLACEMENT WITH BUILDING SUPPORTS CONTRACTOR.
- B. PROVIDE DIMENSION WALLS AND TIES COLLECTED TO BE DETERMINED BY OWNER.
- C. WOOD WRAPE DOOR TO BE AS SHOWN (SEE MANUFACTURER DRAWING)



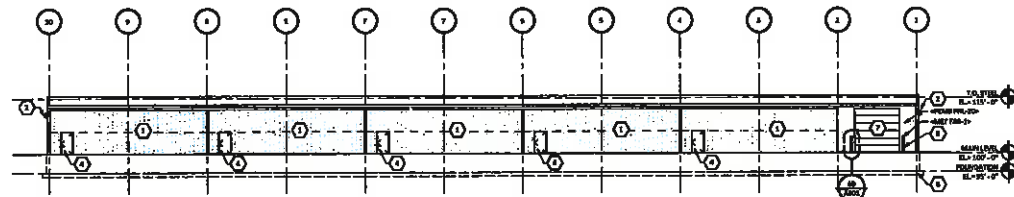
2C NORTH ELEVATION SCALE: 1/8" = 1'-0"



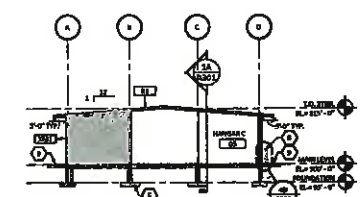
1C WEST ELEVATION SCALE: 1/8" = 1'-0"



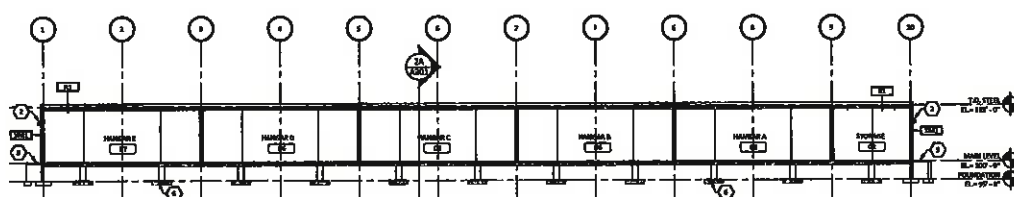
2B SOUTH ELEVATION SCALE: 1/8" = 1'-0"



1B EAST ELEVATION SCALE: 1/8" = 1'-0"



2A DOC - NORTH/SOUTH BUILDING SECTION SCALE: 1/8" = 1'-0"



1A DOC - EAST/WEST BUILDING SECTION SCALE: 1/8" = 1'-0"



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PAYNESVILLE MUNICIPAL AIRPORT
PAYNESVILLE T-HANGAR
 PAYNESVILLE, MN

11
 04/15/2019
 CONSTRUCTION DOCUMENTS
 17244
A301
 EXTERIOR ELEVATIONS AND BUILDING SECTIONS

95