

**SPECIAL AIRPORT BOARD
CITY HALL COUNCIL CHAMBERS
JULY 15, 2019
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- IV. NEW BUSINESS
- IV. OLD BUSINESS
 - A. Airport Fly In (page 4)
 - B. Rental Rates (page 5)
 - C. Hangar Construction Update (page 7)
- V. 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, Jeff Thompson, Tom Fread, John Bayer, and Harlan Leusink.
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 Board. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Airport Board 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 BOARD/COUNCIL ACTION

BOARD/COUNCIL NAME: Airport Board

Board/Council Meeting Date: July 15, 2019

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes from the June 10, 2019 Special Airport Board meeting.

ADMINISTRATOR COMMENTS:

BOARD/COUNCIL ACTION:

Motion to approve minutes from June 10, 2019 Special Airport Board meeting.

**MINUTES
SPECIAL AIRPORT BOARD MEETING**

JUNE 10, 2019

The meeting was called to order by Chairperson Tom Fread at 5:00 p.m. Board members present were Jeff Thompson, John Bayer, and Harlan Leusink. Phil Bailey was absent. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc.

Motion was made by Thompson to approve the minutes of the March 4, 2019 Airport Commission meeting. Seconded by Bayer and unanimously carried.

HANGER RENTAL RATES

The existing fuel price and hanger rent policy was reviewed noting the following:

- Fuel upcharge is at .46 cents, changed in 2016
- North facing hangars are \$100.00 per month, 2004 never changed
- South facing hangars are \$120.00 per month, changed in 2012
- Private land rent for hangars is \$.10 per sq. ft., never changed

The Board would like to keep one or two units for daily, weekly or monthly rentals and establish a fee schedule for this. Discussion and suggestions were as follows:

Daily Rate	\$30.00
Weekly Rate	\$150.00
Monthly Rate	\$250.00

The proposed fee for the new units and South facing hangars is \$150.00. Any pilot that pays for the full year would get a 10% discount. Members suggested to survey several other communities and bring the results back to the next meeting.

TEE HANGER PROJECT

DeWolf reported that the project did come in over budget, but by working with the contractor to reduce the cost, the scope of the project was reduced to 8 units and finishing the insides would only be completed on one side. This may be a good thing if someone would want to insulate a unit in the future. Construction may start in August – September, 2019.

Fly IN

Fread reported that he has a large grill and has applied for and obtained the food license for the fly in. The Board discussed a breakfast versus a lunch. Burgers and hotdogs can be purchased from Schrupp's Meat and the Board may return any unused meat. Burger, chips and a pop could sell for \$5.00 or \$6.00. Dads Belgium Waffles would charge a minimum of \$75.00 per hour and \$400.00 total. Members all agreed to go with the Fly In and BBQ. Other items discussed were:

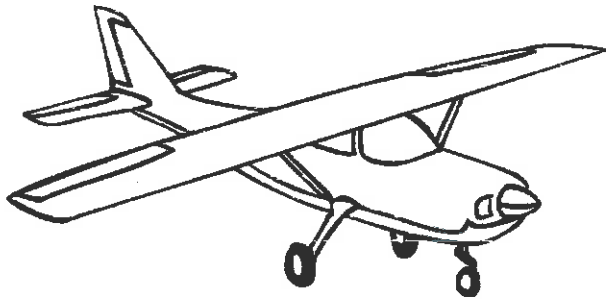
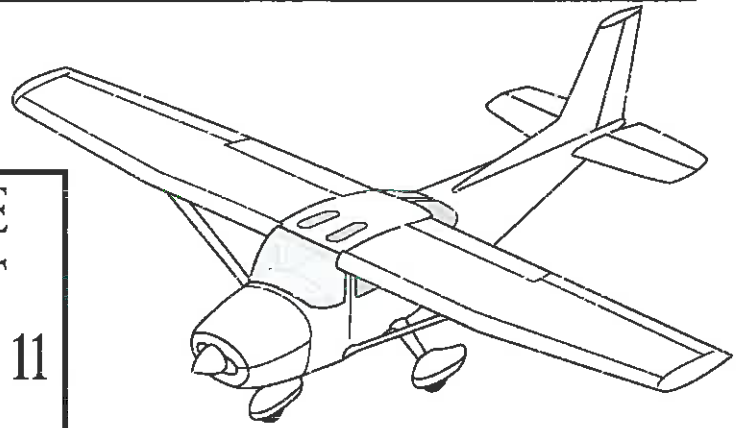
- Time 10:00 a.m. to 2:00 p.m.
- Credit Union will supply several volunteers

- Golf carts - Leusink and Bayer will bring units in, Fread will contact the Royalty to drive the units
- Airplane rides - \$25.00 per person
- Making posters - Fread will work with city staff to develop and mail out the flyers to other Airports
- Static displays - Bayer and Leusink will contact the colleges for a display
- Fagen display - Bayer will contact someone from Fagen for a display
- Leusink and Bayer will switch the Friends of the Airport check book into their names
- DeWolf mentioned that Bolton & Menk will give a donation toward the Fly In.

There being no further business the meeting was adjourned.

Paynesville Airport Fly-In Drive-In Lunch

Where: PAYNESVILLE
MUNICIPAL AIRPORT
When: SUN., AUGUST 11
10AM - 2PM



HAMBURGER AND
HOTDOG MEALS
AVAILABLE

LIFELINK HELICOPTER
•
AIRPLANE RIDES FOR \$25
•
CAR AND TRACTOR
SHOW
•
BOUNCE HOUSE
•
K-9 DEMO
•
AND MUCH MORE

Sponsored by Friends of the Airport

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Survey

Benson	\$90.00 per month
Long Prairie	\$80.00 per month
Sauk Centre	\$ 120.00 per month
Hector	\$65.00 per month
Maple Lake	.40 cents per sq. ft private hangars only
Olivia	\$ 100.00



Account 🔍

Fiscal Year ▾

Account Name

General | Balance | Budget | Budget Adjustments | History | Detail |



Drag a column header here to group by that column.

Fund	Account	Name	Budget	Balance	Enc. Bal	Reserve	Budg Bal
100	4-3591-0700	CITY LANDFAR RENTAL	29,500.00CR	29,180.00CR	0.00	0.00	29,180.00
100	4-3591-0710	RENTAL OF LAND-HA...	2,500.00CR	2,400.00CR	0.00	0.00	100.00CR
100	4-3591-0720	RENTAL OF LAND-FARM	23,800.00CR	20,529.90CR	0.00	0.00	3,270.10CR
100	4-3591-0730	RENTAL-POLE STORA...	0.00	0.00	0.00	0.00	0.00
100	4-3591-0740	STATE O & M REIMB (...)	20,400.00CR	27,400.40CR	0.00	0.00	7,000.40
100	4-3591-0750	AVIATION FUEL RECEI...	46,920.00CR	41,476.62CR	0.00	0.00	5,443.38CR
100	4-3591-4040	DONATIONS	0.00	12.00CR	0.00	0.00	12.00
100	4-3591-4050	OTHER MISCELLANEO...	0.00	0.00	0.00	0.00	0.00

8 accounts 121,520.00CR 119,998.92CR 0.00 0.00 1,521.08CR

Edit This Record

Inquiry ronm

U

FIRST FLOOR AREA SCHEDULE

NUMBER	NAME	AREA	OCCUPANCY CLASSIFICATION (IBC CHAPTER 3)	FUNCTION OF SPACE	IBC CHAPTER 10			REMARKS	
					FLOOR AREA PER OCCUPANT	SF PER OCC. MEASUREMENT	MAX. ALLOWABLE OCCUPANT LOAD		
01	UTILITY	64 SF	S-1	ACCESSORY STORAGE, MECH EQUIPMENT ROOM	300	GROSS	1		
02	STORAGE	517 SF	S-1	ACCESSORY STORAGE, MECH EQUIPMENT ROOM	300	GROSS	2		
03	HANGAR A	1,103 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
04	HANGAR E	1,103 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
05	HANGAR C	1,103 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
06	HANGAR D	1,103 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
07	HANGAR E	1,114 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
08	STORAGE	582 SF	S-1	ACCESSORY STORAGE, MECH EQUIPMENT ROOM	300	GROSS	2		
09	HANGAR F	1,105 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
10	HANGAR G	1,105 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
11	HANGAR I	1,105 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
12	HANGAR I	1,105 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
13	HANGAR J	1,116 SF	S-1	AIRCRAFT HANGARS	500	GROSS	3		
							92		
		12,228 SF							

TRAVEL DISTANCE

Travel Distance	Path ID	Level

LIFE SAFETY LEGEND

- 1 HOUR RATED WALL
- 1 HOUR RATED WALL (SMOKE)
- 2 HOUR RATED WALL
- 3 HOUR RATED WALL
- 4 HOUR RATED WALL

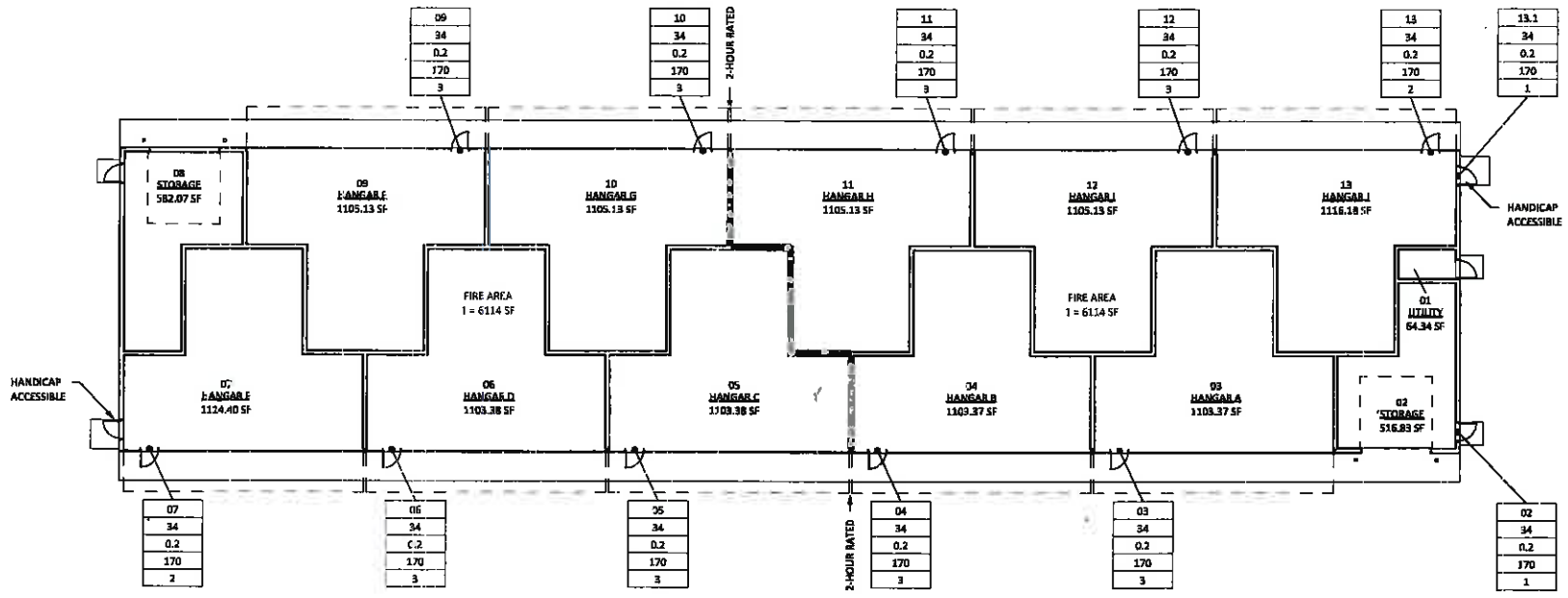
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LOAD	←	EGRESS LOAD



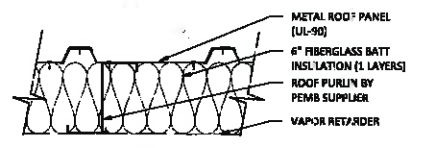
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REVISION SCHEDULE

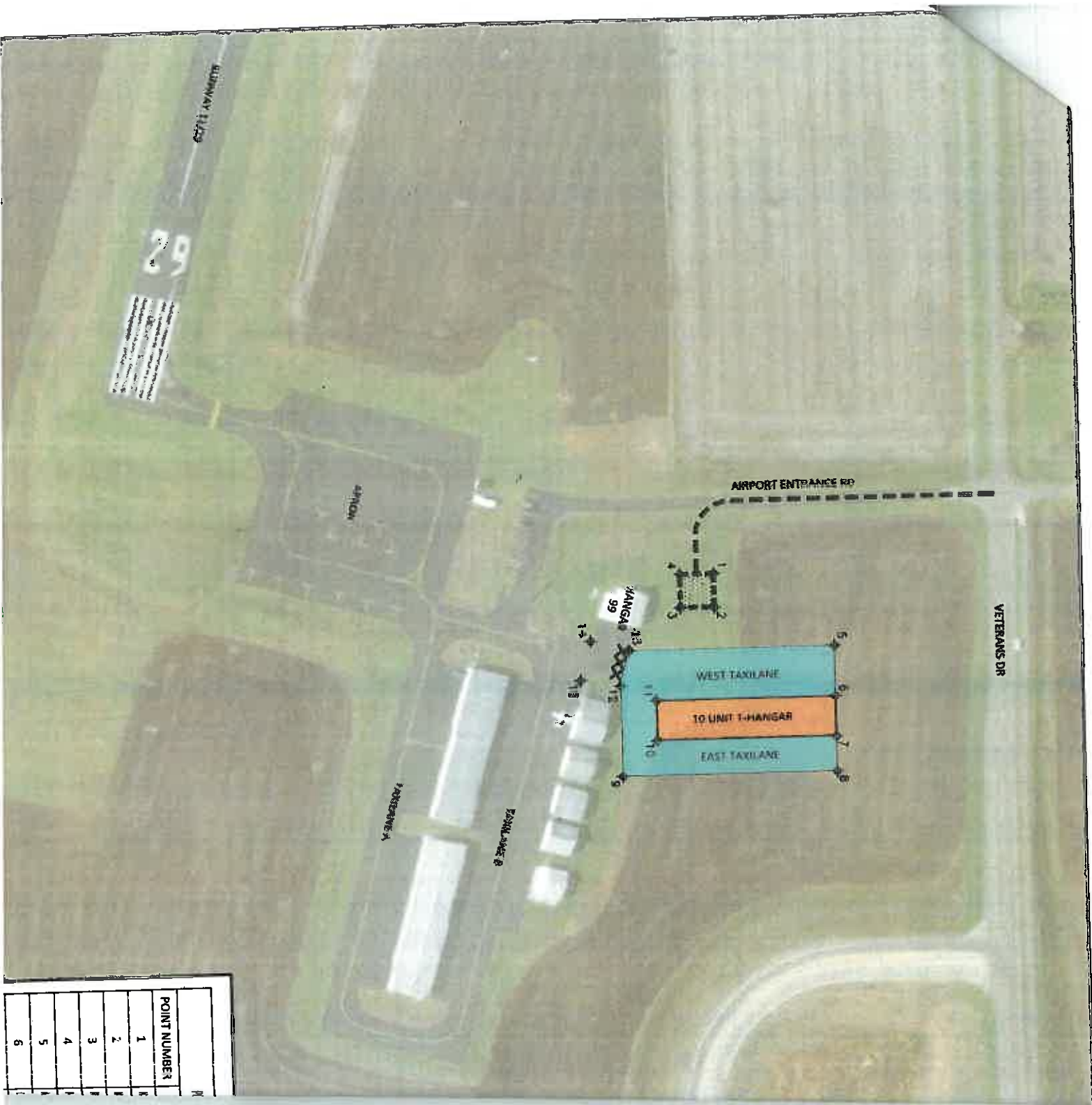
NO.	DESCRIPTION	DATE



1C MAIN LEVEL LIFE SAFETY PLAN
 G110 SCALE: 1/16" = 1'-0"



L AIRPORT
E T-HANGAR



POINT NUMBER	
1	8
2	8
3	8
4	8
5	8
6	8

