

**AIRPORT ZONING BOARD
PAYNESVILLE CITY HALL
OCTOBER 8, 2019
5:00 P.M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Election of Officers (page 4)
 - B. Meeting Schedule (page 5)
 - C. Appointment of Airport Board of Adjustment Members (page 6)
 - D. Airport Report
- IV. OLD BUSINESS
- V. INFORMATIONAL
- VI. ADJOURN

A quorum is essential; please contact Ron Mergen at 320-243-3714 ext. 230 or at ron@paynesvillemn.com if you can't attend this meeting.

Voting Members: Patsy Fenske, Dallas Fenske, Darlene Loven, Joe Speldrich, Steve Brown, Steve Whitcomb, Dave Peschong, Jennifer Buckentine, Stearns; Co. Rep., Chelle Benson, Stearns Co. Rep., and Roger Imdieke, Kandiyohi Co. Rep.

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 Zoning Board. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Airport Zoning 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 COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Zoning Board

Committee/Council Meeting Date: October 8, 2019

Agenda Section: Consent

Originating Department:

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the attached minutes from the October 10, 2017 and Airport Zoning Board meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the minutes from the October 10, 2017 and Airport Zoning Board meeting.

**MINUTES
SPECIAL AIRPORT ZONING BOARD**

OCTOBER 10, 2017

The meeting was called to order by Vice Chairperson Patsy Fenske at 5:00 p.m. Members present were Dave Peschong, Steve Brown, Jennifer Buckentine, Stearns County; Dallas Fenske, Joe Speldrich, and Roger Imdieke, Kandiyohi County; Absent was Darlene Loven. Advisory Members present were Chuck DeWolf, Bolton & Menk, Inc.; and Ron Mergen, Public Works Director.

Motion was made by Brown to approve the minutes from the October 13, 2015 Airport Zoning Board. Seconded by Buckentine and unanimously carried.

MEETING SCHEDULE

Motion was made by Brown to set the meeting date for the Second Tuesday in October at 5:00 p.m. Seconded by Dallas Fenske and unanimously carried.

ELECTION OF OFFICERS

**Motion was made by Peschong to elect the following officers:
Chairperson – Patsy Fenske
Vice Chairperson – Dave Peschong
Secretary – Ron Mergen
Seconded by Imdieke and unanimously carried.**

APPOINTMENT OF AIRPORT BOARD OF ADJUSTMENT MEMBERS

Motion was made by Speldrich to appoint the following members to the Board of Adjustment:

Joe Voss	2020
Bruce Stang	2018
Bruce Vanderpool	2018
Mike Flanders	2019
VACANCY	

Seconded by Buckentine and unanimously carried.

A suggested name for the vacant seat was Phil Bailey or Bert Stanley.

ZONING UPDATE

A memo from Bolton and Menk, Inc. in September of 2015 was reviewed. Members were updated on the zoning issues noting the Airport Commission suggested tabling the zoning updates until the (ALP) Airport Layout Plan is updated and changed. Members reviewed the runway lengths, landing distances available, and the size of aircraft each one can accommodate:

Existing Runway - 3,300 feet

Existing Zoning - 4,000 feet
Maximum Airport Size – 4,150 feet

It was noted that a Learjet and a Dassault Falcon 900 can land with a 4,000 ft. runway, which is what our current zoning ordinance is designed for. If the runway is expanded to a 4,450 ft. runway that would be capable of landing a Global 6000 (94 ft. wing span) members discussed this is not a reasonable goal for the Paynesville Airport.

Also discussed was the crosswind runway. The way it is currently laid out in the ALP is conflicting with the New FAA rules due to the 4 lane Highway.

There was some general discussion on the airport operation, proposed T-Hangars and revenue generated from hangar rent and fuel sales.

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

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Zoning Board

Committee/Council Meeting Date: October 8, 2019

Agenda Section: New Business

Originating Department:

Item Number: III - A

ITEM DESCRIPTION: Election of Officers

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.

Nominations for Vice Chair.

Nominations for Secretary.

ADMINISTRATOR COMMENTS:

Current Officers:

Chairperson	Patsy Fenske
Vice Chair	Dave Peschong
Secretary	Ron Mergen

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.

A motion to elect _____ as Vice Chair.

A motion to elect _____ as Secretary.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Zoning Board

Committee/Council Meeting Date: October 8, 2019

Agenda Section: New Business

Originating Department: Administration

Item Number: III - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Currently the Board is scheduled to meet annually on the second Tuesday of October at 5:00 p.m. or more frequently if necessary by call of the Chairperson.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the Airport Zoning Board meetings for _____.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Airport Zoning Board

Committee/Council Meeting Date: October 8, 2019

Agenda Section: New Business

Originating Department:

Item Number: III - C

ITEM DESCRIPTION: Appointment of Airport Board of Adjustment Members

Prepared by: Staff

COMMENTS:

Minutes from the October 10, 2017 meeting. Motion was made by Speldrich to appoint the following members to the Board of Adjustment:

Joe Voss	2020
Bruce Stang	2018
Bruce Vanderpool	2018
Mike Flanders	2019
Dave Peschong	2019

Seconded by Buckentine and unanimously carried.

ADMINISTRATOR COMMENTS:

There was not a quorum at the 2018 meeting. Dave Peschong was appointed to the Board by City the Council and a term had been assigned.

COMMITTEE/COUNCIL ACTION:

Motion to appoint:

Joe Voss	2020
Bruce Stang	2021
Bruce Vanderpool	2021
Mike Flanders	2022
Dave Peschong	2022

to Board of Adjustment.