

**MINUTES  
AIRPORT COMMISSION MEETING**

**JANAURY 25, 2016**

Chairperson, Bob McDaniel called the meeting to order at 5:10 p.m. Commission members present were Matt Larson, Steve Whitcomb, Aaron Kranz, and Donovan Mayer. Advisory members present were Ron Mergen, Public Works Director and Kent Louwagie, Bolton & Menk, Inc.

**Motion was made by McDaniel to approve the minutes of the June 29, 2015, October 26, 2015, and December 21, 2015 Airport Commission meetings. Seconded by Mayer and unanimously carried.**

**ELECTION OF OFFICERS**

**Motion was made by Whitcomb to elect McDaniel as Chair. Seconded by Mayer and unanimously carried.**

**Motion was made by Mayer to elect Larson as Vice Chair. Seconded by Kranz and unanimously carried.**

**Motion was made by Whitcomb to elect Mergen as Secretary. Seconded by Mayer and unanimously carried.**

Terms are as follows:

Kranz	term expires	December 31, 2017
Whitcomb	term expires	December 31, 2016
McDaniel	term expires	December 31, 2017
Larson	term expires	December 31, 2018

**MEETING SCHEDULE**

**Motion was made by Kranz to set the Airport Commission meetings for the fourth Monday at 5:00 p.m. on a quarterly basis. Seconded by Larson and unanimously carried.**

**CIP PROJECTS FOR 2016**

**Land Purchase For Future Hangars**

Members were informed that the Council has started the process to acquire the property to construct a new set of Tee Hangars. The tentative plan is to construct the taxi lanes in 2017 and in 2018 construct the hangars. It was questioned if the Commission can layout another set of hangars to the East or North of the existing hangar units. Also discussed was having a hangar with an office option and heated hangars.

**Crack Sealing**

Members were informed of the cracks in the runway and taxi area. MnDOT inspectors noted this issue and requested the City have them sealed with this year's project.

## **2016 FLY IN**

Kranz reported that the tentative date is Saturday, June 11, 2016 for the Fly In which coincides with Town & County Days. Kranz is working with the Chamber to have the Chamber possibly take over organizing the event since it is during Town & Country Days. Schedule of completion:

March 1, 2016 - Have all the activities and attractions booked and scheduled so permits can be completed.

April 1, 2016 - Have the food service organized.

May 1, 2016 - Have the event advertisements complete including flyers, posters, web sites, etc. along with a parking area and other final details.

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