

**MINUTES
AIRPORT COMMISSION MEETING**

JANAURY 26, 2015

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

Motion was made by McDaniel to approve the minutes of the November 24, 2014 Airport Commission meeting. Seconded by Mayer and unanimously carried.

APPOINTMENT OF NEW MEMBERS

Motion was made by McDaniel to appoint Aaron Kranz and Steve Whitcomb to the Airport Commission, effective immediately and recommend such to the City Council. Seconded by Mayer and unanimously carried.

RESIGNATION

Motion was made by McDaniel to accept the resignation of Steve Brown from the Airport Commission and recommend such to the City Council. Seconded by Larson and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Larson to elect McDaniel as Chair, Larson as Vice Chair, and Mergen as Secretary. Seconded by Kranz 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, 2015

MEETING SCHEDULE

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

LAND RENT

It was explained to members that the farm land rent is bid out every three years and the City is currently advertising for such. The City has had several pilots request an additional 30 feet of land paralleling the runway planted into grass for the length of about 1,000 feet or less than one acre. This is for safety reasons.

Motion was made by Kranz to recommend seeding 30 feet by 1,000 feet into grass on the north side of the runway and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

REVIEW OF FUTURE PROJECTS

The CIP was reviewed and explained to members. This year the plan is to conduct the environmental assessment for the parallel taxi way and acquire land for an additional tee hangar. The need for an additional tee hangar was discussed and suggested that this project be moved up on the priority list. DeWolf noted that the Commission can revise the CIP later this year as it is submitted on an annual basis to MnDOT Aeronautics. Also discussed was the request to insulate several hangars, this would need to be planned with the proposed units.

2015 FLY IN

Members discussed whether to host a Fly In this year or start planning for a 2016 Fly In. This will be discussed further at the next meeting.

BEACON

DeWolf reported on the project. The beacon is on site, but due to winter conditions it will be constructed when the frost is out.

ZONING

DeWolf noted the City has received information back from MnDOT on the zoning and there are some concerns with the density on the east end of Zone B. Bolton & Menk, Inc. will be presenting options to the Airport Zoning Board.

FLIGHT TRAINING FOR YOUNG PILOT

Members discussed how to entice young people into aviation. McDaniel suggested each board member spend a day at school with information promoting aviation and a flight school opportunity. It was also noted that Aircraft Owners & Pilots Association (AOPA) may be a funding source for the training. Kranz noted that Experienced Aircraft Association (EAA) is an organization that may be another source for funding; Kranz will make a call to the EAA.

SPECIAL MEETING

A special meeting was scheduled for February 23, 2015 at 5:00 p.m. to only discuss the Fly In.

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