

**MINUTES
AIRPORT COMMISSION**

JULY 24, 2013

Steve Brown called the meeting to order at 5:30 p.m. Commission members present were Bob McDaniel, Larry Bollman, Gene Beavers, Phil Bailey. Others present were Renee Eckerly, City Administrator; and Chuck DeWolf, Bolton & Menk, Inc. Ron Mergen was absent.

Motion was made by Beavers to approve the minutes of the May 22, 2013 Airport Commission meeting. Seconded by Bollman and unanimously carried.

UPGRADING FMU 2500 – FUEL SYSTEM UPGRADE

The Commission asked about putting a shelter-type structure over the system. A new system is \$12,000.00 that would be split 50:50 with the State. An upgrade would cost \$4,767.00. DeWolf was researching utilizing State funding, but the upgrade will not qualify so the cost of such would need to come out of Capital Improvement. The current system was installed in 2000.

Motion was made by Beavers to approve the quote from Zahl in the amount of \$4,767.00 to upgrade the system and recommend such to the City Council. Seconded by Bailey and unanimously carried.

DeWolf will verify with the State on funding.

AIRPORT CIP

On the CIP project list, the estimated cost for the fuel system is \$35,000.00. The Commission questioned the large difference in amounts. It was suggested to have Mergen bring back costs for both a new and upgraded fuel system; along with any State and Federal funding amounts.

Motion was made by Beavers to rescind the previous motion to upgrade the fuel system. Seconded by Bailey and unanimously carried.

Funds from the 2013 projects are being banked, but way below the Federal limit at \$186,511.00. The City will receive \$150,000.00 again in 2014.

DeWolf reviewed the Airport CIP:

2014	Land Acquisition	This is being worked on
2013	Fuel System	In progress (State funding)
2013	Update Airport Zoning	In progress (State funded 70:30)
2014	Airport Beacon	
2017 & 2018 Projects will stay at the current position		

AIRPORT FLY IN

The Task List was reviewed:

- Items #1 and #2 have been completed.

- Complimentary Pilot Tickets will be completed by Welling.
- Microphone Sound System – Steve Brown will contact Moorhouse and he will bring something.
- Life Link – Bollman stated that this is a maybe. They are relocating from Hutchinson to Willmar.
- Brown will contact planes.
- Vendors – Bailey will contact the Radio Club and ask Mergen about contact information on other vendors.
- Flyer – The Commission would like the flyer emailed to them.
- Advertising – The flyer will be in the Press next week.
- Hangars – Bollman needs the contacts for Hangars 1 – 5 on the south side.
- Army Chopper – McDaniel contacted them, but they don't have the money to come.
- Golf Carts – McDaniel has arranged for 3 carts from Ted's RV and the Miss Paynesville Queens will give the rides. Karlene Gray will be in charge of the girls and the flags.
- Gator – Bollman will contact John Deere or Torborg Equipment to get a Gator to get to the end of the air strip to close it for the air show.
- Posters & Flyers – McDaniel has put up flyers all the way to Kimball.
- Advertise – Brown contacted St. Cloud radio; Moorhouse will take care of this.
- Flight Simulator is not coming.
- Fundraising – everyone should help with this.
- Car Show – Bailey will bring his cars.
- Ground Control – Moorhouse is checking with his son on this.
- Flour Drop – Brown feels the event is too hectic for this event.
- State Patrol – Brown has contacted them and will be here if there is no emergency.
- Friends of the Airport – everything is set for the Breakfast.
- The breakfast will be served rain or shine and will be under cover this year.
- Hangars – 1-5; ask to have planes out by 7:00 a.m. and back in by 2:00 p.m.

LAND ACQUISITION

This is being worked on through the City's Land Negotiations Committee.

AIRPORT ZONING

The Airport Zoning Board will need to meet in August to set a public hearing for the new airport zoning. Two hearings are required before the zoning can be approved.

MN AIRPORT SYSTEM PAVEMENT EVALUATION 2012 UPDATE

The report shows the pavement is good and we are following the CIP. The Airport rating was 95; anything over 60 is good.

McDaniel asked how to get young trainees into the flying system. He has ordered a kit to see if interested; can be stimulated locally.

There being no further business, the meeting was adjourned at 5:46 p.m.