

MINUTES AIRPORT COMMISSION MEETING

OCTOBER 22, 2018

The meeting was called to order by Vice Chair Jon Bayer at 5:10 p.m. Commission members present were Phil Bailey and Harlan Leusink. Tom Fread and Jeff Thompson were absent. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc.

Motion was made by Bailey to approve the minutes from the July 23, 2018 Airport Commission meeting. Seconded by Leusink and unanimously carried.

FAA INSPECTION

Members were informed about the 5010 inspections. The inspections are conducted every three years by the FAA. The airport had no critical safety concerns; however, the FAA did point out several items:

1. A group of trees on the south and westerly portion of City's property could become a safety concern.
2. The City was reminded to always file notams for snow plowing, grass mowing, etc.
3. Verify the setbacks for the crops being planted.
4. The City was reminded also to update the City's based aircraft inventory log annually.

HANGAR PROJECT

DeWolf informed members of the previous bid and the plans to rebid the project in February or March 2019. DeWolf reviewed the plans that calls for a 10-unit Tee Hangar with 42 ft. door, 12 ft. in height identical to the existing units. The City is proposing to bid as an option to insulate and heat each unit. It was questioned as to what the charge would be for the heated units. It was stated that the Board will have to make a recommendation for such. It was also questioned if someone could construct a private hangar. It was stated that the City has an area designated for private hangars west of the proposed hangars and east of the existing private hangars.

A jet pod on the end of the hangars was discussed, this could be used for a maintenance unit and/or for daily rentals. This was bid on a previous unit and found to be not financially feasible. DeWolf will bring the cost estimates to the next meeting.

CIP

DeWolf reviewed the proposed CIP. The City currently has approximately \$400,000.00 in the airport account and this year the City is receiving back \$260,000.00. The City will borrow entitlements from several communities to cover the cost of the proposed hangar. In 2020, 2021, and 2022 the City will pay back the borrowed entitlements. Beyond 2024, the City will need to update the ALP, resurface the runway, and address a taxi lane, which the City will need discretionary funding for.

Motion was made by Bailey to approve the Airport CIP and recommend such to the City Council. Seconded by Leusink and unanimously carried.

FUTURE FLY IN

Being Fread and Thompson were absent, members suggested holding a special meeting on November 19, 2018 at 5:00 p.m. to discuss a Fly In.

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