

## **MINUTES AIRPORT COMMISSION MEETING**

**OCTOBER 23, 2013**

Steve Brown called the meeting to order at 5:05 p.m. Commission members present were Bob McDaniel, Larry Bollman, and Gene Beavers. Phil Bailey was absent. Advisory members present were Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc. Also present was Matt Larson.

**Motion was made by McDaniel to approve the minutes of the July 24, 2013 Airport Commission meeting. Seconded by Bollman and unanimously carried.**

### **MEMBER RESIGNATION**

Members discussed the resignation of Phil Bailey and a possible replacement. Matt Larson was suggested. It was also discussed to keep non-pilots on the Commission.

**Motion was made by Bollman to accept the resignation from Phil Bailey and recommend such to the City Council. Seconded by McDaniel and unanimously carried.**

### **FBO – PILOT TRAINING**

Members discussed how to bring a FBO – pilot training facility/airplane rental service here. It was reported the members visited a FBO in Benson. It was questioned does the City construct a building first or find a renter first. It was stated that a FBO building will be State grant eligible at 50% grant; however, not National Plan of Integrated Airport Systems (NPIAS) eligible. The size of a building was discussed; possibly large enough to hold 3 – 4 planes. Brown will bring a sketch to the next meeting and DeWolf will obtain a cost estimate.

### **2013 FLY IN**

The 2013 Fly In was briefly discussed noting the event did cover the costs. Items to change for next year include:

- move the show times up
- the need for someone to direct/park cars

### **LAND ACQUISITION**

It was reported that a City Committee has been set up; however, there has not been a meeting with the land owner.

### **AIRPORT ZONING**

DeWolf reported that the zoning ordinance update process has started with the draft ordinance being reviewed.

**FUEL SYSTEM**

It was reported that this is being brought back from a previous meeting. Members discussed the upgrade to the existing system at a cost of \$4,767.00 and replacement of the entire unit was quoted at:

Zahl Petroleum	\$12,518.00
Minnesota Petroleum	\$12,367.30

There was some discussion on if the upgrade would be grant eligible or not. After a short discussion,

**Motion was made by Bollman to approve the upgrade to the system if it is grant eligible, if not, purchase a new system from Minnesota Petroleum in the amount of \$12,367.30 and recommend such to the City Council. Seconded by McDaniel and unanimously carried.**

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