

**MINUTES
AIRPORT COMMISSION MEETING**

OCTOBER 23, 2017

The meeting was called to order by Chairman Matt Larson at 5:10 p.m. Other members present were Jeff Thompson, Steve Whitcomb, and Phil Bailey were present. Aaron Kranz was absent. Advisory members Ron Mergen, Public Works Director and Chuck DeWolf, Bolton & Menk, Inc. were present. Tom Fread, Emergency Services Director was also present.

Motion was made by Thompson to approve the minutes from the July 24, 2017 Airport Commission meeting. Seconded by Bailey and unanimously carried.

PROPOSED CIP

DeWolf presented the CIP Plan:

- 2017- the Airport acquired the property from the City to construct the hangers
- 2018 - will receive the funds back from the City of Hawley
- 2018 - borrow entitlements from other airports, estimated at \$600,000.00 and construct a 10 unit tee hangar, apron, and taxi lanes at an estimated cost of 1.2 million dollars
- Thru 2022 - pay entitlements back to other airports
- 2024 - pavement rehab and the ALP and rehabilitate the runway

Members questioned if the addition of the taxiway should be moved up for safety reasons.

Motion was made by Thompson to approve the CIP and recommend such to the City Council. Seconded by Larson and unanimously carried.

PROPOSED HANGER

Design options were reviewed and a 10 unit tee hangar plan was reviewed with several options:

- Bi-fold doors 44' 6", existing units are 41' 6" and the additional cost would be approximately \$100,000.00 - for the planes that Paynesville accommodates the 41.5 ft. doors will be adequate for the next 20 years.
- The doors would have a 14' clearance, existing units have a 12' clearance, there was a request for one plane that needed 13' clearance - additional cost estimate is \$100,000.00; with only one request members could not justify the additional cost.
- The City has had several requests to insulate the hangars, the cost will be approximately \$15,000.00 each. Members suggested insulating the hangars, but no decision was made on how many.
- The jet pod would have a 58' door with an 18' clearance at an estimated additional cost of \$150,000.00. Members could not justify the additional cost at this time.

DeWolf was directed to draft a rough design for the next meeting.

AIRPORT EMERGENCY PLAN

Tom Fread, Emergency Services Director presented the Emergency Plan. Members briefly discussed the plan with no specific questions. Members thanked Fread for his efforts noting a job well done.

Motion was made by Whitcomb to approve the Airport Emergency Plan and recommend such to the City Council. Seconded by Thompson and unanimously carried.

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