

Airport Commission Meeting Minutes
January 10, 2019 – Owatonna Degner Regional Airport

1. Call to Order

Chairman Hale called the Airport Commission meeting to order at 5:00 PM at the Owatonna Degner Regional Airport.

2. Roll Call

Attendance

Todd Hale	Chairman
Tom Harrison	Commissioner
James Keltgen	Vice Chairman
Greg Krueger	Commissioner
Justin Lindee	Commissioner
Sharon West	Commissioner
Dave Beaver	Airport Manager

Visitors

Ron Roetzel	Bolton & Menk, Inc.
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3. Approval of Agenda

Chairman Hale presented the agenda and Commissioner Krueger made a motion to approve and Commissioner West seconded the motion. The motion was approved.

4. Minutes

Commissioner West made a motion to approve the minutes from the December 13, 2018 Airport Commission meeting and Commissioner Keltgen seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

- *Event Permit Application*

Chairman Hale introduced for discussion an Event Permit Application to hold a wedding and reception at the airport. The events proposed date is September 2019 for approximately three hundred fifty people. Mr. Hale introduced the applicants who explained that they were looking for a unique outdoor venue. There was a discussion regarding the request and the potential challenges with code issues and consistent requirements of private business venues for private functions. After discussion, there was no action taken on the application.

Commissioner Harrison would like staff to review what types of improvement would be needed to comply to fully understand requirement to potentially accommodate these types of private functions. Mr. Beaver will follow up with the applicants. A number of potential

alternatives were discussed with the applicants and Chairman Hale thanked them for attending.

There were no further chairman reports.

Airport Hangar Door Project

Airport Manager Beaver reported that the airport engineering firm has nearly completed the structural review and cost analysis for the alternatives for the replacement of the main hangar large doors. Ron Roetzel representing Bolton and Menk presented a cost summary of the hangar door alternatives. There was a discussion regarding the types of doors and pros and cons of the operation of the doors. Mr. Roetzel explained that the hydraulic door built by Higher Power doors provided a complete project quotation through contractor Sam Husnik construction which was within budget. There was a discussion regarding the type of door and the preference for the Higher Power door due to the simplicity of operation, simplicity to maintain, option providing for highest door clearance, budget, and other factors. After discussion, Commissioner Krueger made a motion to approve the quotation from Sam Husnik construction for the Higher Power doors installation pending the final structural engineering evaluation of footings and other structural requirements and was seconded by Commissioner West. The motion was approved.

Election of Officers

There was a discussion regarding the Airport Commission election of officers. Commissioner Krueger made a motion to appoint James Keltgen as Chairman and Commissioner Lindee seconded. The motion was approved. Commissioner Krueger made a motion to appoint Justin Lindee as Vice Chairman of the Airport Commission and Commissioner James Keltgen seconded the motion. The motion was approved. Chairman Hale was thanked for his leadership and years of service as Chairman of the Airport Commission.

Staff Reports

Airport Manager Beaver reported on airport activities and presented the fuel volumes dispensed to date. Mr. Beaver provided an update on a number of recent business arrivals and departures and winter operations.

- 2019 Project Update

There was a discussion regarding the 2019 airport Capital Improvement Program (CIP) projects. Airport Manager explained the airport is scheduled to acquire a new loader with snow blower and broom attachments. The initial grant request documentation has been submitted to the Federal Aviation Administration (FAA) for the purchase of the equipment that is replacing depreciated equipment that was acquired in 1998. The FAA is anticipated to participate with 90% funding and MnDOT Aeronautics with another 5% grant funding participation. Mr. Beaver explained that the 5% local funding is budgeted in the airport vehicle replacement fund.

Mr. Beaver explained that the airport automobile parking lot and east hangar area taxiway is scheduled for pavement repair and seal and sealcoat. There was a discussion regarding the planned pavement maintenance and state aeronautics grant anticipated for 70% state funding participation.

2019 Farm Land Lease Rates

Mr. Beaver explained that rate for farm land parcels not included in the bid process is currently at \$225 per acre. There was a discussion about farm land lease rates for 2019. Mr. Beaver reported that bids were received in November of 2018 for approximately 150 acres of farm land primarily in the industrial park. The high bid for these parcels was for \$321 per acre.

There was a discussion regarding the rate for the approximately 245 acres of non-bid parcels primarily at the airport. Factors such as the Steele County Extension office data, parcel farmability, operator input, and other considerations were discussed. After discussion, Commissioner Krueger made a motion to keep the 2019 farm land rates for non-bid parcels at \$225.00 per acre unless there is a reason presented that could be reviewed and result in a justified exception and Commissioner West seconded. The motion was approved.

6. Adjournment

The Airport Commission meeting was adjourned at 6:00 PM with a motion made by Commissioner West and seconded by Commissioner Krueger.