

**Airport Commission Meeting Minutes**  
**July 8, 2021 – Owatonna Degner Regional Airport**  
**“DRAFT”**

1. Call to Order

Chairman Keltgen called the meeting of the Airport Commission to order at 5:00 PM and welcomed everyone to the meeting.

2. Roll Call

Attending

Todd Hale	Commissioner
James Keltgen	Chairman
Greg Krueger	Commissioner
Justin Lindee	Vice Chairman
Paula Snitker	Commissioner
Sharon West	Commissioner
Matt Thurnau	Commissioner
Troy Klecker	Community Development Director
Dave Beaver	Airport Manager

Visitors

Ron Roetzel	Bolton and Menk
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3. Approval of Agenda

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

4. Minutes

Commissioner Krueger made a motion to approve the minutes from the June 10, 2021 Airport Commission meeting and Commissioner Snitker seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

There were no Chairman reports.

Staff Reports

Airport Manager Beaver reported on airport activities and reported that the aviation fuel volumes dispensed are up year to date from last year and there was a brief discussion regarding business aircraft arrivals and flight school activity.

Mr. Beaver reported that the MnDOT Office of Aeronautics completed an airport inspection in early July. This inspection is completed every three years and is used to collect

information about the airport that becomes part of the Federal Aviation Administration (FAA) Airport Master Record Program.

Mr. Beaver reported that the airport fueling system comprehensive annual preventive maintenance inspection is scheduled and will include a complete system inspection and associated documentation. This is completed annually together with routine, monthly, weekly, and daily inspections.

Commissioner Snitker asked about any update on issues with birds at the airport. Mr. Beaver reported that there has been issues with geese and gulls in previous years for periods of time typically in the fall. The airport utilizes a wildlife hazard prevention plan to mitigate these risks. The plan also includes work with the USDA and Minnesota DNR through the use of a wildlife hazard depredation permit. There was a brief discussion on the plan.

#### T-Hangar Taxi-lane and Building Design Update

Ron Roetzel with Bolton and Menk provided an update on the T-hangar taxi-lane and building project. The project has been awarded contingent upon securing the Federal Aviation Administration (FAA) grant. Mr. Roetzel explained that there has been discussions with the contractor regarding material cost increases, lead times, and scheduling issues due to timing of the grant. Mr. Roetzel explained that the FAA grant announcement is anticipated soon on this project. There was a brief discussion regarding the project and grant timing issues.

#### 6. Adjournment

The Airport Commission meeting was adjourned at 5:25 PM with a motion made by Commissioner Snitker and seconded by Commissioner Thurnau. The motion was approved.