



AIRPORT ADVISORY COMMITTEE

Meeting Minutes: July 16, 2021

1. Meeting called to order with Open Meeting announcement.

Meeting was called to order at 8:15 A.M. Open Meeting Act is posted on the wall of the Airport Terminal, the Act Poster was pointed out to those in attendance.

2. Roll call.

Board Members: Present: Bill Dugan, Dave Monke, Robert Steenblock, Mike McGillick, Tom Randall, Alison Adams

Guests: David Goedecken, Jim Kjeldgaard, Greg Kjeldgaard, Ken Cox, Mike Kuhns, Brian Newton, Noah Johnson, Jody Sander, Joey Spellerberg, Ron Vloch

3. Approval of the April 16, 2021 meeting minutes.

Motion by Dave Monke, and seconded by Bill Dugan, to approve the April 16, 2021 minutes, motion passed by vote of members, (all voting yes on roll call vote)

4. Approval of the June 18, 2021 meeting minutes.

Motion by Alison Adams, and seconded by Tom Randal, to approve the June 18, 2021 minutes, motion passed by vote of members, (all voting yes on roll call vote)

5. Update on Apron and Terminal Projects.

Staff reported that final work of the Apron Project has been completed. Final invoices will be processed and project is being closed out.

The Terminal project has begun and the contractor is focusing on site work at this point. Underground utilities have been installed, the next phase it to begin paving of the entry drive and parking lots.

6. Review Financial Statements relating to the operation of the Airport.

City Finance Director, Jody Sander, presented a financial statement to the Board and answered questions from the Board.

7. Discuss selection of Consultant for Airfield Development Projects.

City Administrator, Brian Newton briefed the Board on an RFP that Staff is preparing for a Consultant to look into the Finances and income opportunities the Airport could maximize.

8. Discuss Airport Advisory Board Appointments.

Three Board members terms are expiring this year, Bill Dugan, Eric Johnson, and Jennifer Weiss-Assman. Jennifer's has served 2 consecutive terms and is not eligible for reappointment. Bill and Eric and on their first term and were reappointed at the last City Council Meeting. Mayor Spellerberg is taking applications for the open seat on the Board.

9. Discussion of maintenance items.

- a. Status of roof repair – Staff is preparing bidding documents for roof repairs on hangars.
- b. Other Items - A NOTEM is being prepared due to the AWOS system being out of operation. There was a break in the communications line due to the construction occurring at the Terminal Project.

10. Adjournment.

Motion by Tom Randall and seconded by Bill Dugan, to adjourn, motion passed by vote of members, (all voting yes on roll call vote) Meeting was adjourned at 8:45 A.M..

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