

March 12, 2015 Airport Commission Meeting held at 7:00

Conducted by Dennis Hansen

1. **Present at the Meeting:** Dennis Hansen, Mitchell Bond, Kris Glaser, Tim Kangas, Mike Cherry and Dale Guimond.
Guests: Larry Hansen, Dianne Folksy and Mark Mueller.
Absent: Richard Lindell, Jane Wollenzien and Dave Reznicek.
2. **Approval of the Last Meeting Minutes:** Motion to approve February 2015 meeting minutes by Mitchell Bond and seconded by Dennis Hansen, motion carried.
3. **Review of Financial Reports for February:** Motion was made to approve the report by Kris Glaser and seconded by Dennis Hansen, motion carried. There were no bills to approve at the present time.
4. **Reports and Announcements:** Review of the traffic movements and fuel sales for January and February. No questions or comments noted.
5. **Unfinished Business:** None
6. **New Business:**
 - a. On-Call 5-Year Engineering Agreement Renewal Process update
 - i. Mike Cherry informed the group that a “Notice To Airport Consultants” will be sent to a list of prequalified consultants for an RFP. The group reviewed the content of the notice. The question was asked to get the list of prequalified consultants down from 7 to 4-5 that will be sent the notice. The consultants will have 2-3 weeks to respond to the notice. Dennis and Tim agreed to review all proposals submitted and will narrow the list to 2 candidates. The question was asked about McClure finishing the work they started with the resurface project if they are not selected and Mike indicated that they will finish out that project under contract.
7. **Tabled Items:** None
9. **Project Status Report:**

Runway Rehab/Reconstruction:

Mike Cherry outlined the project timeline as follows:

April 6 – City Council sets public hearing date

April 9 – Contractor pre-bid meeting

April 20 – Public Hearing

April 23 – Bid letting

May 14 – Review bid with Airport Commission

May 18 – Award contract (contingent on FAA funding). Bid to be held for 120 days to secure FAA funding.

Sept 1 – Estimated start date of project

Mike indicated that the project is estimated to take 45 working days or 9 weeks for completion. 25 days are required to remove and replace pavement (weather permitting) and 20 days for lighting and final restoration.

Runway Safety Area - Property Acquisition: Mike Cherry reported that 3 properties have settled and that 3 properties are holding out. The City Attorney is continuing to work with the remaining three property owners. If an agreement cannot be reached between the city and the remaining property owners, the process of condemnation will more than likely be moving forward, pending a City Council approval.

Insulation Repairs in Mechanical Room: Mitch Bond had some concerns/questions about the ceiling insulation and Mike Cherry indicated that he would send out an email with product information for the High-R insulation system and correspondence between McClure Engineering and Prairie Construction.

10. Group Discussion: The Airport Commission agreed to start work on a proposal to take to the City Council what the city is willing to do for the hangar tenants at the airport during the shutdown period due to the runway rehab/reconstruction. Dennis indicated that he would talk to other airport managers to see what they have done for their tenants during periods of shutdown.

11. Adjournment: Motion by Mitchell Bond and seconded by Dennis Hansen, motion carried at 7:45 PM.

*Minutes taken by Kris Glaser