

## March 9, 2017 Airport Commission Meeting held at 7:00pm

Conducted by Dennis Hansen

\*Minutes taken by Kris Glaser

1. **Present at the Meeting:** Dennis Hansen, Kris Glaser, Richard Lindell, Jane Wollenzien, Mike Cherry and Dale Guimond.  
**Guests:** None  
**Absent:** Tim Kangas
2. **Approval of the Last Meeting Minutes:** Motion to approve the February 2017 meeting minutes by Richard Lindell and seconded by Jane Wollenzien, motion carried.
3. **Review of Financial Reports for February 2017:** There were no bills to approve at the present time. Motion was made to approve the report by Jane Wollenzien and seconded by Dennis Hansen, motion carried.
4. **Reports and Announcements:** Commission reviewed the Traffic and Fuel Report for February 2017 as presented by Dale Guimond. No questions or issues were noted with the report. Motion to approve the February 2017 Traffic and Fuel Reports by Richard Lindell and seconded by Jane Wollenzien, motion carried.
5. **Unfinished Business:** None
6. **New Business:**
  - GAVI Grant Application for Insulation Work:** Commission discussed the insulation work needed in the Bulk Hangar. Motion to approve moving forward with completing the grant application and seeking City Council approval by Richard Lindell and seconded by Dennis Hansen, motion carried.
  - 5-year On-Call Consultant Selection:** Mike Cherry reviewed and summarized the scoring of the Statements of Qualifications received by the City for On-Call Engineering Services. The review committee consisted of Commission Members Dennis Hansen and Kris Glaser along with City Council Liaison Tim Kangas and Mike Cherry. All members of the review committee scored McClure Engineering clearly as the highest ranking firm with CGA second and DGR third. With this clear consensus of the review committee, the Commission agreed to waive the phone call or personal interviews since McClure Engineering was chosen unanimously by the members that reviewed and scored the proposals from the 3 different engineering firms.
7. **Tabled Items:** None
8. **Project Status Report:**
  - Runway Safety Area - Property Acquisition:** Commission was informed that the City Council is to hold an Executive Session of the City Council Meeting on March 20<sup>th</sup> to discuss the plan for the acquisition of the CLAN property for the airport safety zone as required by the FAA. It was noted that the Commission will request the City Council have commission member(s) present at the Executive Session to represent the airport to help answer questions and concerns.
9. **Group Discussion:** None
10. **Adjournment:** Motion by Richard Lindell and seconded by Kris Glaser, motion carried at 7:40pm.