



AIRPORT ADVISORY BOARD MEETING

Minutes

March 19, 2019
6:00pm
Albert Lea Airport

In attendance were:

Board Members

Jerry Morstad
Larry Anderson
Larry Wangen
Craig Ludtke
Darren Schone
Chuck Sandager

Ex-Officos

Steven Jahnke, City Engineer/Director of Public Works
Jill Steinhauer, Public Works Office Specialist
Jim Hanson, Airport Manager
Robert Rasmussen, Councilmen
Clayton Peterson, Airport Hangar Tenant

New board members Chuck Sandager and Darren Schone were introduced.

1. Elections

Nominations for officers were as follows:

Jerry Morstad, President
Paul Stieler, Vice President
Craig Ludtke, Secretary

Larry Wangen made motion to appoint officers as nominated, seconded by Larry Anderson. The motion was approved.

2. Approve Past Minutes

Past minutes were approved.

3. AD Building & Parking Lot Construction

Minor work/repairs continue with the building. The siding issue was put on hold until spring at which time that will be addressed again. Final completion is expected for this spring.

4. Minnesota Council of Airports (MCOA) Award

The Minnesota Council of Airports (MCOA) provides and shares with airport officials an understanding of mutual concerns affecting Minnesota air transportation. MCOA works jointly with the Minnesota Department of Transportation - Office of Aeronautics to identify and solve problems, and fulfill airport needs for all Minnesota airports. MCOA also holds an annual conference at which time those achievements are awarded.

The Airport Arrival/Departure Building & Parking Lot Construction project was awarded the "2018 Project of the Year Key Intermediate General Aviation Airport" MCOA award. This awarded will be presented at the annual Minnesota Airports Conference on April 25th.

5. Hangar Agreement

There are currently 23 tenants renting hangar space. To date the City has received 9 completed hangar agreements. Another letter to the tenants that have not submitted their agreement will be sent, if agreements are still not completed the City will start the eviction process.

A discussion about the hangar use and liability insurance was held. Clayton Peterson expressed his concerns with the hangar agreement, primarily the hangar use language. Clayton Peterson and the board suggested the City Attorney meet with Clayton to discuss the concerns further.

Larry Anderson made a motion to have Clayton Peterson to meet with the City Attorney, seconded by Larry Wangen. The motion was approved.

6. Master Plan Update

Mead & Hunt has drafted a Master Plan proposal. The city and MNDOT will be reviewing it soon.

7. New Business


The jet fuel cabinet has been installed. The one side is operating correctly, the other side is not, it was determined that a fiberglass line is cracked. Concrete removal and replacement will be required to replace the piping. An amendment to the state grant has been approved to fund the additional cost to complete this work. This work is scheduled to be completed when the ground thaws.

The Glider Contest will be May 12 – 18, 2019.

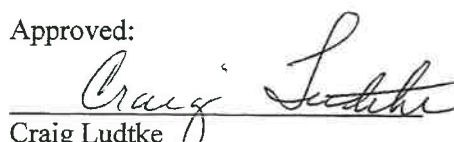
The next meeting date was set for **Tuesday, May 21, 2019 at 6:00 p.m. at the Airport.**

Larry Anderson made motion to adjourn, seconded by Craig Ludtke. The meeting was adjourned.

Respectfully submitted,


Jill Steinhauer
Public Works Office Specialist

Approved:


Craig Ludtke
Airport Advisory Board Secretary