



AIRPORT ADVISORY BOARD MEETING

December 16, 2025

6:00pm

Albert Lea Airport

In attendance were:

<i>Board Members</i>	<i>Present</i>	<i>Absent</i>
Michael Bowman	x	
Craig Lutkemeyer		x
Jerry Morstad	x	
Gerald Molkenthin	x	
Chuck Sandager	x	
Darren Schone	x	
Mark Light	x	

Ex-Officos

Steven Jahnke, City Engineer/Director of Public Works

Jim Hanson, Airport Manager

Public observe oversee

Shelby Wang, Sunrise Aviation

Jaida Wang, Sunrise Aviation

Al Gadola, Sunrise Aviation Student

Andrew Grant, Fountain Aviation

Jerry called the meeting to order. Mark Light made a motion to approve the October minutes, Chuck Sandager seconded it. The minutes were approved.

1) Master Plan Study

The plan was submitted to the FAA for review in the fall of 2022. The FFA has provided their comments, the State has not. The last communication with the State, they stated they would try to get it completed the first quarter of 2026. Bolton & Menk and City staff will continue to work to get this completed/finalized.

2) Project Updates

The main focus of 2026 will be the design of the new t-hangar unit along with repairs/updates to the existing hangars. The hangar repairs/updates project will be split into two separate projects, door replacements/repairs and roof repairs, and resubmitted for state funds. With the anticipation of the master

increase the odds of at least one project being approved for state funds. If grant funds are not approved for these projects the City will solicit quotes to get this work completed with City funds.

MNDOT reached out to the City regarding extra funds available for eligible projects. The hangar updates/repairs project was not eligible but funds to replace/update the door(s) on the SRE building was eligible. The project involves replacing 14 foot doors with one wider door, the height remains the same. Bolton & Menk prepared a cost estimate for the project, the estimate is as follows:

Total Cost	\$359,500
State Share	\$251,650 (70%)
City Share	\$107,850 (30%)

Due to the tight deadline of expiring funds, the project was presented to council and approved at the December 8, 2025 council meeting. Approval was granted due to the available funds and that replacement of a new building would be three times the cost, the updates are also necessary to allow access to the building with the large equipment that is now used at the airport.

3) Airport Advisory Board Members

There are three board members (Darren Schone, Jerry Morstad & Chuck Sandager) with terms that expire at the end of this year, and all three have served two terms. Per the City's policy two terms (4 years per term) is the limit, however if there is no interest/no applications received to serve on the Airport Advisory Board current members can continue to serve on the board. Craig Ludtke has also served two terms and stayed on this year because no applications were received last year for his replacement. Verbally Craig, Darren and Jerry agreed to continue to serve on the board if no other applications are received. Chuck Sandager would like to step down from the board.

Shelby Wang and Steve Nesse have submitted applications to serve on the board, replacing Chuck Sandager and Craig Ludtke. The new term limit added an additional year to the terms of Darren Schone and Jerry Morstad, their second term now expires December 31,2026.

4) New Business

The City Parks Department has been clearing trees in the Ulland pit along with clearing obstructions on the west end of the cross-wind runway. The 5010 Inspection is anticipated to occur in the next month or two, the City is hopeful that with this work no obstructions will be noted.

The next meeting will be held **Tuesday, March 17, 2026 at 6:00pm** at the airport.

Darren Schone made a motion to adjourn, Chuck Sandager seconded it. The meeting was adjourned.

Respectfully submitted:

Jill Steinhauer
Jill Steinhauer
Public Works Office Specialist

Approved:

Craig Ludtke
Craig Ludtke
Airport Advisory Board Secretary