



Minutes of the Airport Commission

March 4, 2021

Meeting via electronic means (GoToWebinar)

per authority of MN Statutes 13D.031 due to State declared health pandemic.

Members Present: Jack Roberts, Debra Wilbright, Steve Randolph and Chairperson Krogmann

Members Absent: Mike Doherty

Others Present: Airport & Facilities Manager Andrew Cemenski, Public Services Director Rich Kucera, Public Services Technician Sheri Thelemann, and Airport Consultant/Project Manager from Bolton & Menk Silas Parmar.

The Virtual Meeting was called to order at 4:30 p.m. by Chairperson Krogmann.

Approval of Agenda: Motion by Commissioner Wilbright, seconded by Commissioner Roberts to approve the Agenda for March 4, 2021, all voted in favor.

Public Comment: Nothing to report.

Approval of Minutes: Motion by Commissioner Roberts, seconded by Commissioner Wilbright to approve the December 3, 2020 minutes, all voted in favor.

CIP & Projects Update – Silas Parmar: Reported by Silas Parmar

• **2021 Projects:**

- South Taxi-lanes Pavement Reconstruction Project
 - Reconstruction of South Taxi-lanes
 - Taxi-lane widths will now be 25-feet
 - A total of 6 bids were opened on March 2, 2021
 - Bid range was between \$77,860.42 to \$113,207.70
 - Low bidder is W W Blacktopping Inc. from Mankato
 - Total cost estimated for the City is \$13,073.58
 - City Council to vote on project contingent on FAA & State Funding
 - Estimated construction to start in August 2021, or earlier with consideration of airport events
 - Discussion in regards to usage by hangar owners during construction period, notices will be sent out to those hangar owners that will be affected.

Motion made by Commissioner Roberts, that the Airport Commission recommend to City Council to approve the bid from WW Blacktop for \$77,860.42 contingent upon final execution of FAA and MnDOT grant funding documents, seconded by Commissioner Wilbright, all voted in favor.

- Snow Removal Equipment Acquisition
 - Current tractor has reached the end of it's useful life
 - City has received quotes for tractor, snow blower, plow, and broom that met the FAA Buy America requirement from Truman Welters out of Buffalo, MN.
 - Total cost of the equipment was quoted at \$355,570.86 with the FAA paying 90% . City portion

would be \$35,557.09.

- Equipment will be 2022 model due to demand, and the tractor will not be delivered until December 2021.
- Discussion on quote and the possibility of change, based on increased steel costs.
- Old equipment will be placed in surplus and auctioned off with proceeds to be returned to the airport fund.

Motion made by Commissioner Wilbright, that the Airport Commission recommend to City Council to apply for the FAA grant for snow removal equipment with the city portion being \$35,556.09 but potentially an overage of up to 15% , seconded by Commissioner Randolph, all voted in favor.

- **Future Taxi-lanes Expansion –CIP/CEP Process (2 options proposed)**

Requesting questions and discussion on 3a and 3b packet proposals. Would like a recommendation at the June Airport Commission meeting to present City Council for the 2022 budget.

- North Taxi-lanes Construction including expansion for 11 private owned hangars and the possibility of a city owned T-hangar. State would participate in the water main construction but not the sanitary sewer.
 - Total cost of project is \$632,177.20.
- South Taxi-lanes Construction including expansion for 18 hangars. State would participate in the water main construction but not the sanitary sewer.
 - Total cost of project is \$1,068,962.80.

Chairperson Krogmann stated that this will be discussed at the next meeting.

- **Capital Improvement Program –(Agenda Item 5.4)**

- ❖ General information
- ❖ Focus on projects 0-5 years
- ❖ Later meeting this year we will be asking for approval for revision of 2022

Chairperson Krogmann stated that this will be reviewed at the next meeting in order to do budgeting at the city level

Airport Manager Report: Reported by Andrew Cemenski, Airport & Facilities Manager

- Snow Removal Equipment Update
- Snow removal this year
- Cutting edge issues, adjustments made in order to use.
- Public Work tree trimming this week North and Eastside of entrance road
- MnDOT approved grant for new pull behind mower, John Deere 20 foot batwing. This mower was ordered on 3/3/2021 but will not be delivered before September 2021.

Next Meeting: The next meeting is scheduled for Thursday, June 10, 2021 at 4:00 p.m. at City Council Chambers or an online meeting may be required due to COVID 19.

Other Business: No other business.

Motion was made at 5:40 p.m., by Commissioner Roberts, seconded by Commissioner Randolph, to adjourn the meeting, all voted in favor.

Newell Krogmann, Chairperson