



## AIRPORT ADVISORY COMMITTEE

Meeting Minutes: April 21st, 2023

1. Meeting called to order with Open Meetings Act announcement.

Meeting was called order at 8:17 A.M. Open Meeting Act is posted on the wall of the Airport Terminal, the Act Poster was pointed out to those in attendance.

2. Roll call.

Board Members Present: Michael McGillick, Robert Steenblock, Jeff Peterson, Eric Johnson, Dave Monke, and Kirk Diers.

3. Approval of the March 17th, 2023 meeting minutes.

Motion by Jeff Peterson, and seconded by Dave Monke to approve, motion passed by vote of members: Michael McGillick, Robert Steenblock, Jeff Peterson, Eric Johnson, Dave Monke, and Kirk Diers.

4. Update on Terminal Warranty Work.

- a. Update from Cari Hoffart on final warranty items/repairs being completed.
  - Columns will be sealed.
  - East sidewalk and north access also need to be looked at.
  - Overseeding plan is in place.

5. Update on Runway Rehab Project Plans and Bidding.

- a. Runway Rehab
  - Pre-construction meeting is required to bid and must be on DOT list to be eligible for bid.
  - Minimal utility re-work, minimal manhole work.
  - There was a question on other panel repairs and that will be discussed how to address further.
  - Plans available at the City office for rehab.
  - Plans going out to bid in May with pre-bid meeting scheduled for May 10<sup>th</sup>.

6. Update on Hangar Lease Updating.

- a. Update from Justin Zetterman on lease options
  - Next big lease will be ground leases. We will be using construction overburden to

raise the east end to prepare for additional hangar construction in the future.  
-Meeting Thursday with a small group to finalize a lease draft.  
-New lease will go before the Board next month for approval. There is some price increase. Discussion point on hangar builds moving forward.

7. Recommendation from the Board in regard to a contract amendment with Olsson for their design contract.

- a. This should be the final amendment with Olsson. They will finish design and construction management.  
-Motion by Eric Johnson and seconded by Kirk Diers to approve. Motion passed by vote of members Michael McGillick, Robert Steenblock, Jeff Peterson, Eric Johnson, Kirk Diers, and Dave Monke.

8. Action Items to Discuss – None.

9. Discussion of Maintenance Items.

- a. East side walk is crumbling.
- b. Yard seeding and landscaping
- c. List from the city for hangar requirements for building your own personal hangar.  
-Once the new hangar lease is in place this can be further looked into.
- d. Thought on resurfacing the east ramp and north/south taxiway during runway construction.  
-Discuss options and work with FAA for grant money or other financing options.
- e. Hangars coming in the future.
- f. Hangar #18 needs new 12-foot sheeting and a few other repairs.  
-Steenblock is contracted already for this repair.
- g. Need to do an assessment of all hangars. Specially look at replacing wood structures in some of the older hangars.
- h. The shop hangar is in need of work.

10. Adjournment.

Motion by Michael McGillick and seconded by Jeff Peterson to adjourn, motion passed by vote of members: Michael McGillick, Robert Steenblock, Jeff Peterson, Eric Johnson, Kirk Diers, and Dave Monke. Meeting adjourned at 9:14 A.M.