



AIRPORT ADVISORY COMMITTEE

Meeting Minutes: October 20th, 2023

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

Meeting was called to order at 8:16 A.M. Open Meetings 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: Kirk Diers, Bill Dugan Sr., Robert Steenblock, Eric Johnson, and Jeff Peterson with arrival of Levi Entz at 8:21 A.M.

3. Approval of the August 18th, 2023 meeting minutes

Motion by Bill Dugan Sr. and seconded by Jeff Peterson to approve. Motion passed by vote of members: Bill Dugan Sr., Jeff Peterson, Kirk Diers, Eric Johnson, Robert Steenblock, and Levi Entz.

4. Update on Terminal Warranty work

- a. Columns have been fixed at the entrance at no cost.
- b. The city attorney is working on requiring pavement to be repaired.

5. Update on Runway Rehab Project

- a. Discussion of offering a discount if tenants temporarily relocate to another facility. Discuss offering Jim with FBO full discount during project for his hangars. Suggestion to possibly prorate rent.
- b. Paulsen is planning to start at the beginning of Spring, weather permitting. Letters will be going out to tenants.
- c. Motion by Levi Entz and seconded by Eric Johnson to form committee. Motion passed by vote of members: Levi Entz, Eric Johnson, Kirk Diers, Bill Dugan Sr., Robert Steenblock, and Jeff Peterson.

6. Update on Old Terminal Air Conditioning Unit Replacement

- a. Discussion on splitting payment for repairs.
-Discuss if building could be given at no cost, then to lease the land instead.

- b. Discussion on installation of new duct work in old terminal building.
 - Discussion on how to move forward. Suggestion to run heaters instead.
 - Motion by Bill Dugan Sr. and seconded by Kirk Diers to recommend to council to have Civil Air Patrol cover all other expenses aside from originally approved 50/50 split for unit replacement. Motion passed by vote of members: Bill Dugan Sr., Kirk Diers, Levi Entz, Eric Johnson, Robert Steenblock, and Jeff Peterson.

7. Action Items to Discuss

- a. Apron camera is up and running.
- b. Discuss lease option for tenants to build new hangars.

8. Discussion of Maintenance Items

- a. Prioritizing hangar repair list.
- b. Update on 114 papi/taxiway lights not working.
 - Lights are repaired. Call FAA to remove papi lighting notam.
 - Notams can be issued for maintenance and be notified on radio with airport frequency. This would be a great option for concrete repairs. Can also be issued for weather.
- c. Follow up on maintenance and mowing.
- d. Discussion on moving monument in storage. Will get volunteers and donated funds to move. City will provide required drawings for monument to be re-installed.
- e. Check into if insurance would cover storm damage such as electrical repairs.

9. Adjournment

Motion by Jeff Peterson and seconded by Bill Dugan Sr. to adjourn. Motion passed by vote of members: Jeff Peterson, Bill Dugan Sr., Levi Entz, Kirk Diers, Eric Johnson, and Robert Steenblock. Meeting adjourned at **9:27 A.M.**