CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Gene Stoeckel, called the meeting to order at 5:30 P.M. by leading the Pledge of Allegiance. Other members present included Duane Kruse, Jeff Dotseth, Troy Minske and Brenton Titcomb. Others present: City Administrator Robert Barbian, City Council Liaison Member Thom Walker, Sharon Sandberg, Lisa Fobbe, Sherburne County Board/Representative, Alex Goerke (PE KLJ Engineering) and John Sautter.

AGENDA ADDITIONS/DELETIONS: MOTION BY DOTSETH, SECONDED BY KRUSE, TO APPROVE THE AGENDA ADDING; PILOT SURVEY RESULTS. MOTION CARRIED.

APPROVAL OF MINUTES
MOTION BY MINSKE, SECONDED BY KRUSE TO APPROVE THE MINUTES OF THE APRIL 2, 2018 MEETING. MOTION CARRIED.

T-HANGER AREA:
Alex Goerke provided an overview of three areas to consider for t-hangers. Much discussion occurred. Alex indicated that there would not be Federal dollars for any associated cost, possibly 70% State dollars, there are likely environmental issues to work through, some wet land delineation work required and an update of the master plan. A discussion on what wet land information or studies took place occurred with a conclusion to look further for available information. A pilot email was shared indicating a desire to establish camping by the t-hanger option east of the existing hangers. Underwing camping was also discussed. The committee was to gather information on regulations. MOTION BY DOTSETH, SECONDED BY MINSKE TO FIND RULES AND HAVE ON JUNE AGENDA. MOTION CARRIED.

JET-A-FUEL:
Brent Titcomb covered options. Buying a system with a cost of 100K – 150K, renting at about 1,250 per month for 60 months and working with North Memorial on a joint use agreement. The use of North Memorial tank would require installation of a card reader, positioning for a safe fill zone and funding for related costs. Brent spoke to Josh Jones, Director of Operations who provided positive feedback. Brent indicated that the North Memorial partnership is a good way to bring Jet A fuel to the airport. Further investigation is to occur.

Alex Goerke shared information on credit card systems. He indicated that many systems have a twostep process that allows the pilot to set the dollar amount of the draw and fill up to that level. Setting up a twostep process was supported by members. MOTION BY DOTSETH, SECONDED BY KRUSE TO UPGRADE TO A TWOSTEP PROCESS WITH EXISTING PROVIDER, ADD A CREDIT CARD SYSTEM UPGRADE TO THE CAPITAL IMPROVEMENT PLAN/ALP AND APPLY FOR A CORRESPONDING 70% GRANT FROM MDOT. MOTION CARRIED.

PILOT SURVEY RESULTS: John Sautter provided an overview of the surveys collected since May of 2014. The comments were primarily positive, local destinations of: 32 shop-
ping, 12 hotel, two USDP, 3 church/hospital, 19 neighboring towns, 4 school/sporting, 4 True Value, 3 Car Dealer, 2 Prairie Restoration, 1 Restaurant Supply and 14 not specified. In addition there were 44 planes that were indicated to benefit from a longer runway and 28 high performance air craft.

**Engineering Report:**
Alex Goerke provided a summary of the 2018 project to complete the design engineering for the reconstruction of the 3,900’ runway, edge lighting and visual/vertical guidance system. The estimated project cost is $269K.

Alex Goerke provided background on making changes to the ALP and Masterplan. A set of plans was provided to Alex to look further into the taxi way reconstruction brought up by Jeff Raney. He planned to determine if the standing water was a design or oversight issue.

**Manager Report:** Barbian summarized the Task Order Report that will be advancing to the City Council for approval. Discussion of the limit budget was covered, emphasize on achieving lease revenues equal to expenses, breakeven, being an important goal for airport success.

Gene Stoeckel indicated that he would plan to attend a City Council meeting to provide an overview of the activities of the Airport Committee.

A MOTION TO ADJOURN WAS MADE BY DOTSETH, SECONDED BY KRUSE. MOTION CARRIED.

**ADJOURNMENT:** The meeting adjourned at 7:36 P.M.

Respectfully Submitted,

Robert Barbian,
City Administrator