CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Gene Stoeckel, called the meeting to order at 6:30 P.M. by leading the Pledge of Allegiance. Other members present included Duane Kruse, 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 MINSKE, TO APPROVE THE AGENDA ADDING; HANGER DEVELOPMENT. MOTION CARRIED.

APPROVAL OF MINUTES
MOTION BY KRUSE, SECONDED BY TITCOMB TO APPROVE THE MINUTES OF THE JUNE 4, 2018 MEETING. MOTION CARRIED.

HANGER DEVELOPMENT: Barbian summarized that the two parties intending on building hangers were directed by the building inspector to provide a site plan. In researching how a site plan is to be completed Barbian was told by MNDOT that form 7460A or the online version OEAAA requiring the longitude latitude of each building corner, site elevation, building height and drawing needs to be filed and approved. Much discussion occurred about setting a user friendly process in place with clear expectations. The engineer concurred with the process and indicated a willingness to provide services. It was the consensus to inform builders of the filing steps and offer engineer services at cost with a deposit of $250.00 for the old hanger area. The builder responsible for staking the corners.

KRUSE PROPERTY: Barbian reported that as the Committee directed meetings with Anco and Kruse to occur to obtain additional insight into the issues associated with the two companies and the changes in land ownership. It was indicated that the FAA also would like the land issues to be resolved. Discussion occurred. The committee concluded that prioritizing the land exchanges needs to be a CIP priority.

JET-A-FUEL:
The engineer provided a revised map overview of a Jet A fuel area by the North Memorial fuel tank. The overview included an estimated cost of $100K covering a card reader and pad for the fill area. The fuel service area would need to be added to the ALP and the costs could become a CIP item covering 70 percent.

It was discussed that a long term plan may be for Jet A at the north of apron with an extension of the taxiway tie-down.

Engineering Report:
Alex Goerke indicated that the Airport survey has been completed and that the design is proceeding.
Manager Report: Barbian indicated that a CIP meeting is occurring July 30th. Other items were covered in other discussions.

Capital Improvement Plan (CIP): Considerable discussion occurred regarding the process of completing a CIP, the methods in which funding covered various types of improvements, the need to have matching funds and related items. The committee came up with the list of projects below utilizing last year’s CIP as the base and discussions occurring at the Airport Committee meetings over the past 6 months.

- Runway reconstruction & Lighting
- Land exchanges: Setting City Airport Lands separate from City Land/other property owners. Including land transfers were required for compatibility & best operations.
- Airspace Modification & Zoning Update to include update by Joint Zoning Board. This may include a minor plan update such as establishing large hanger areas, an additional communications tower and converting taxiway from a single use to a joint use.
- Fuel System Credit Card Reader replacement.
- Jet A Fuel System with Credit Card Reader.
- DNR firefighting operations location base:
  - Training School Facility with Hanger

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

ADJOURNMENT: The meeting adjourned at 8:55 P.M.

Respectfully Submitted,

Robert Barbian,
City Administrator