CALL TO ORDER/PLEDGE OF ALLEGIANCE:
The Chair, Gene Stoeckel, called the meeting to order at 5:38 P.M. by leading the Pledge of Allegiance. Other members present included Troy Minske, Brenton Titcomb, Barry Ramage Jr. and John Bjornstad. Others present: Brad Schumacher, Mayor/Council Liaison, Lisa Fobbe Sherburne Co. Com., Larry Handshoe Baldwin Township, Tim Hennagir Union Times, John Sautter, City Administrator Robert Barbian, Alex Goerke (PE KLJ Engineering), Jim Flynn flying club.

AGENDA ADDITIONS/DELETIONS:
Motion by Stoeckel, second by Ramage to add discussion of Airport Manager to the agenda. Motion Carried.

APPROVAL OF MINUTES
Motion by Minske, seconded by Stoeckel to approve the minutes for the August 5-2019 meeting. Motion Carried.

Policy on Tie down over 10 days @ 16 a week
Barbian gave an overview on the use of the tie down area indicating that two recent inquires came to the city about fees for use. The tie down area also came up in a general discussion at a council meeting as well as plowing around planes. Comments and questions by the board occurred. Motion by Stoeckel, seconded by Minske to recommend the City establish a tie down fee of 16.00 a week after 10 days use of the tie down area. Motion Carried.

MDOT Airport Maintenance & Operation Grant Contract:
A discussion on the types of funding received by the City was covered. Barbian indicated that he believes the City receives about 75% for maintenance costs reimbursement up to a set annual amount of approximately 24K. This is generally met or exceeded each year. This pays for items like grass and snow maintenance, small repairs and related items. Also asked about was a group of shrubs at the south east end of runway being called out in the report as being noncompliant? A copy of the report was not available to verify the situation.

Engineering Report:
Goerke indicated that the grant was received and contracts with FAA and MNDOT have been executed. Construction is anticipated to be in 2020. He also indicated that pre applications for the taxi way construction is coming up soon. Applying is being anticipated and estimated to be at about 1.4 million.

Manager Report:
Fuel Pump: The raffle raised about 1,500.00 combined with approximately 950.00 in donations bringing the a total of about 2,500.00 just a few hundred dollars under what the board indicated they would contribute to the fuel system upgrade.
The upgrade is expected to take place the week of the 21st. As part of the project Wi-Fi is being made available in the tie down area for pilot convenience and may also reach hangers. This will be via public access.

Airport Manager: Barbian explained that when he started the City Council discussed having an airport manager at a stipend amount of 3,000.00 per year. Discussion occurred. Minske stated, that with authority to direct maintenance and personnel occurring it make sense.

FAA Airport Needs Analysis: The meeting covered a broad range of topics and instrumental in bringing a better understanding of the airport. Ramage asked about a 20 year capital improvement plan versus the current 10 year plan. After discussion the board decided to make this a work item.

Grass Maintance: It was covered that area within 125’ of the runway middle (primary surface) and 200’ feet from runway end which is 7’ beyond the navigational aids is to be kept clear of snow and vegetation less than 6 inches. Other areas have greater latitude which can be used for items such as crops.

Signage: Barbian reported that the taxiway signage is to be added to the City CIP and Airport CIP. The cost reflected is 1,000.00 with installation and material. The quote for material is approximately 700.00. Discussion occurred.

Motion to adjourn by Minske, seconded by Ramage. MOTION CARRIED.

**ADJOURNMENT:** The meeting adjourned at 6:39 P.M.

Respectfully Submitted,
Robert Barbian
City Administrator