

AITKIN AIRPORT COMMISSION
REGULAR MEETING
AITKIN CITY HALL

March 7, 2019

4:00 P.M.

MEMBERS PRESENT: Chairman Gary Tibbitts, Rich Peterson, Mark Wedel

MEMBERS ABSENT: Jim Larson, John Welle

ALSO PRESENT: Kathleen Ryan, Ron Roetzel, Pete Dunn

1. Call to Order: Chairman Tibbitts called the meeting to order at 4:00 p.m.
2. Approval of Agenda: Additions: New Business; Master Agreement – Bolton & Menk. A motion to approve the agenda as amended was made by Mark Wedel and seconded by Rich Peterson. All aye.
3. Approval of Minutes: A motion to approve the minutes of the January 3, 2019 meeting as presented was made by Rich Peterson and seconded by Mark Wedel. All aye.
4. Maintenance & FBO Report.
Equipment Usage Report – January 2019
Equipment Usage Report – February 2019
5. Old Business.
Aitkin Growth Land Acquisition – Kathleen told the Commission that the real-estate transaction is complete. The request for grant reimbursement has been submitted.
6. New Business.
Aerobatic Box Request – Jackie Brix, an Aitkin based pilot, submitted a request to establish an aerobatic box at the Aitkin Municipal Airport. In years past this had been approved, however with the change in FBO the renewal lapsed a few years back. This does require renewal with the FAA every 3 years. This space can be used for Aerobatic clubs to come and practice. Wedel stated that he feels this would be good for the airport and potential fuel sales. A motion to approve was made by Rich Peterson and seconded by Mark Wedel. All aye. Kathleen will let Jackie know that this was approved by the Commission and confirm with her that she will be the contact person.

Aviation of America Membership – The Commission was asked if they wanted to become members. It was decided that this was not necessary.

SRE Work Order – A proposal for Professional Engineering Services from Ron Roetzel of Bolton and Menk for the SRE (Snow Removal Equipment) Purchase Project in the amount of LS \$5,000 was presented to the Commission for approval. A motion to approve was made by Rich Peterson and seconded by Mark Wedel. All aye.

Past Due Accounts – A list of past due accounts as of March 5, 2019 was presented to the Commission.

Master Agreement – A master agreement from Bolton & Menk for Professional Services in conjunction with future airport planning, engineering and construction services as listed in the ACIP for the Aitkin the Aitkin Airport was presented to the Commission. Kathleen Ryan stated that she has as County Attorney Ratz and City Attorney Brucker review. A motion to approve was made by Mark Wedel and seconded by Rich Peterson. All aye.

7. Approval of Bills. A motion to approve the January payments in the amount of \$50,817.15 & the February payments in the amount of \$12,035.49 was made by Mark Wedel and seconded by Rich Peterson. All aye.
8. Comments from Visitors.
9. Adjournment. A motion to adjourn the meeting at 4:55 was made by Rich Peterson and seconded by Mark Wedel. All aye.



Mayor Gary Tibbitts



Kathleen Ryan
City Administrator/Airport Manager