

AITKIN AIRPORT COMMISSION
REGULAR MEETING
AITKIN CITY HALL

July 11, 2019

4:00 P.M.

MEMBERS PRESENT: Mark Wedel, Rich Peterson, John Welle, Wallace Frelander

MEMBERS ABSENT: Chairman Gary Tibbitts.

ALSO PRESENT: Kathleen Ryan, Pete Dunn, Paul Vold of KKIN Radio.

1. Call to Order: Commission Member Mark Wedel called the meeting to order at 4:00 p.m.
2. Approval of Agenda: A motion to approve the agenda as presented was made by John Welle and seconded by Wallace Frelander. All aye.
3. Approval of Minutes: A motion to approve the minutes of the June 6, 2019 meeting was made by Wallace Frelander and seconded by Rich Peterson. All aye.
4. Maintenance & FBO Report.
 - Equipment Usage Report – No report was presented.
 - New Holland Tractor – A leak has been found in the hydraulic tank used for the mower. Pete will have the tank welded to repair the leak.
 - The nozzle on the low lead fuel was damaged. TEMCO repaired the nozzle and Pete requested they make a second nozzle to have on hand in case this were to happen again.
 - Minnesota Department of Commerce was at the airport to test the fuel facility.
 - There was an issue with the high-level alarm on the low lead tank. A rep from Westmor recommended hiring an electrician to repair the issue. The Commission directed Pete to contact an electrician for the repair.
 - Pete requested a master list of T-Hangar tenants.

5. Old Business.

Aerobatic Box Update – No update was available at the time of the meeting.

Fannemel Property – The purchase agreement is in process with City Attorney Henry Brucker.

SRE/Plow Truck Purchase – The FAA has approved the grant request for the SRE, however as of today's meeting the suppliers are not able to meet the 100% American steel guarantee documentation. Without this guarantee the grant is on hold.

Non-Directional Beacon (NDB) – It is still unclear how many pilots still use the beacon. Jim Larson has stated that the parts needed for repair and maintenance are becoming obsolete. Pete will investigate the requirements of NDB and report back at the next meeting.

6. New Business.

2020 Obstruction Removal Funding – The Aitkin Airport was approved for \$35,000 for obstruction removal in 2020. Kathleen asked the Commission if they knew of any additional projects that may need to be done. Welle asked if Central Applicators ever completed the area north of the Sissabagama Creek and east of the fenced area as planned. The discussion was tabled until the next meeting.

2020 County Appropriation Request – The 2020 County Appropriation Letter has been received by the City. The few years the appropriation has remained at \$14,107. The Commission has not increased their request for at least two years. Welle requested the Airport Budget for review prior to deciding. The discussion was tabled until the next meeting.

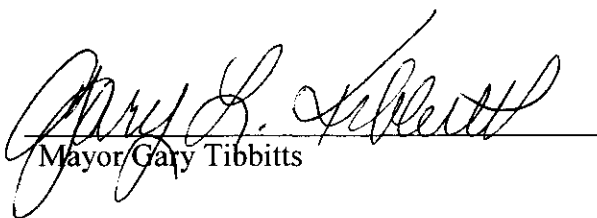
Stormwater Inspections – Pete has been in touch with the testing company and understands the instructions. He will collect a sample when the conditions are right.

Fuel Sales – On the monthly fuel usage report the amount of fuel used by the FBO is deducted from the total gallons. Kathleen clarified that this is what the Commission intended. All members agreed.

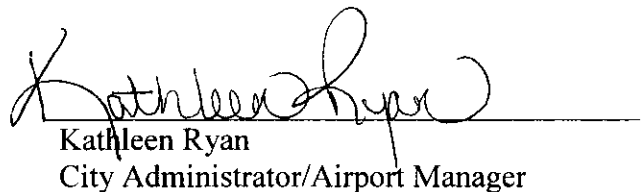
7. Approval of Bills - A motion to approve the May payments in the amount of \$4,289.03 and the June payments in the amount of 37,082.49 was made by John Welle and seconded by Rich Peterson. All aye.

8. Comments from Visitors - None.

9. Adjournment - A motion to adjourn the meeting at 4:41 was made by Wallace Frelander and seconded by Rich Peterson. All aye.



Mayor Gary Tibbitts



Kathleen Ryan
City Administrator/Airport Manager