

AITKIN AIRPORT COMMISSION
REGULAR MEETING
AITKIN CITY HALL

October 3, 2019

4:00 P.M.

MEMBERS PRESENT: Chairman Gary Tibbitts, John Welle, Wallace Frelander, Rich Peterson, & Mark Wedel

MEMBERS ABSENT: None.

ALSO PRESENT: Jen Thompson, Ron Roetzel, Pete Dunn & Lisa Davies.

1. Call to Order: Chairman Gary Tibbitts called the meeting to order at 4:08 p.m.
2. Approval of Agenda: Addition: New Business; Brainerd Aviation Letter Request. A motion to approve the agenda as amended was made by Rich Peterson and seconded by Wallace Frelander. All aye.
3. Approval of Minutes: A motion to approve the minutes of the September 5, 2019 meeting was made by Mark Wedel and seconded by Wallace Frelander. All aye.
4. Maintenance & FBO Report.
 - Equipment Usage Report – September 2019.
 - Courtesy Cars – Pete stated that both courtesy cars need new brakes. He will get the parts and repair himself.

5. Old Business.

Fannemel Property – The real estate transaction closed on September 18th, 2019.

Fuel Facility – When the electrician came to repair the alarm box it was discovered that the reason it has not been functioning properly is because of an installation error. Zahl Petroleum and Westmor were the contractors hired to install the fuel facility. Ron Roetzel will reach out to Zahl and Westmor to discuss their responsibility to pay for the repair.

CIP Review – The latest CIP draft dated 9/30/2019 was presented for discussion. The T- Hangars are in rough shape, a new 6-unit t-hangar building has been moved up to FY 2022 with intent to have the new building built prior to demolition of the current space so that tenants are not displaced. A motion to approve the 9/30/2019 CIP was made by Mark Wedel and seconded by Wallace Frelander. All aye.

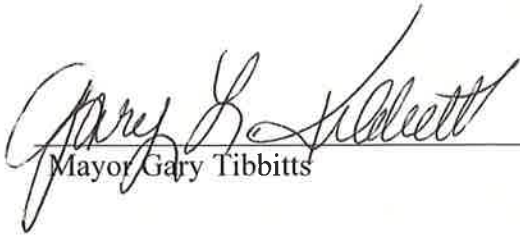
REIL Light – Aitkin County Highway Department will assist in the repair of the light. Until then the light will remain NOTAMed.

6. New Business.

13 Romeo – Mr. Schmidt, owner of the Hangar at 13 Romeo, requested information on expanding his hangar (to the west) to reach taxi lane Sierra.

Flight School – Charles Scott of Brainerd Aviation has requested a letter authorizing him to conduct business at the Aitkin Municipal Airport for the purpose of operating a flight school.

7. **Approval of Bills** - A motion to approve the September payments in the amount of \$22,301.61 was made by Mark Wedel and seconded by Wallace Frelander. All aye.
8. **Comments from Visitors** - None.
9. **Adjournment** - A motion to adjourn the meeting at 4:34 was made by Wallace Frelander and seconded by Rich Peterson. All aye.



Mayor Gary Tibbitts



Jennifer Thompson
Deputy Clerk