

AITKIN AIRPORT COMMISSION
REGULAR MEETING
AITKIN PUBLIC LIBRARY

November 5, 2020

4:00 P.M.

MEMBERS PRESENT: Wallace Frelander, Mark Wedel, and Mike Arnold.

MEMBERS ABSENT: John Welle, Gary Tibbitts.

ALSO PRESENT: Rose Beverly, Shawn Shanholtzer & Ron Roetzel.

1. Call to Order: Mark Wedel called the meeting to order at 4:01 p.m.
2. Approval of Agenda: A motion to approve the agenda with the addition of a discussion about the pilot's lounge added by Wallace Frelander under new business was made by Mike Arnold and seconded by Wallace Frelander. All aye.
3. Approval of Minutes: A motion to approve the minutes of the October 1, 2020 meeting was made by Wallace Frelander and seconded by Mike Arnold. All aye.
4. Maintenance & FBO Report.
 - Monthly-Maintenance and Equipment Usage Report: Shawn Shanholtzer presented the usage report to the commission.
 - Monthly-Fuel Transaction Report – Shawn Shanholtzer presented the fuel transaction report to the commission. The airport sold 498.84 gallons of LL and 236 gallons of Jet A for a total of 735 gallons of fuel sold in October.
 - Mark Wedel led a discussion about the possibility of bringing the State Patrol back to Aitkin. The incoming mayor's husband is a sergeant with the Minnesota State Police, and he may have some influence. A commission member stated that it may have been a lack of bathrooms that contributed to the decision to leave. Mike Arnold let the Commission know that the Brainerd Airport specifically built box hangars for the State Patrol, and there is a long-term goal of putting all the public safety out there. The group agreed that it would be hard to compete with that.
5. Old Business.

2020 Entrance Gate Project – Ron Roetzel explained to the Commission that a meeting with the City of Aitkin PD, the city Street department, (represented by Rose Beverly), and the contractor was held at the new entrance gate. The contractor gave instruction on how to open the gate if the power is out (which requires opening the power box and pulling a lever), and how to keep the gate open in case of an emergency. Ron explained that an issue was discovered. The power box is on the inside of the gate, so if the power is out and you are trying to get into the airport you must go to the around to the north side of the airport and drive in. To remedy this the pedestrian access will be moved, and the cost will be added to the grant. Mr. Frelander added that he thinks instructions should be added to the gate on how to open it in an emergency. Ron is going to investigate it.

Deer Discussion- The airport is still having issues with deer. The fence needs to be fixed to keep the deer out. There are tags available, but they are for bow hunting. The commission agreed that it would be hard to hunt deer at the airport with a bow. Mr. Wedel suggested that even if the deer are shot the problem will not go away if the fence is not fixed. Rose will call Tim Catlin to ask about getting a tag and or permission to shoot the deer. Mr. Shanholtzer will work on fixing the fence.


Ditch Cleaning- Mike Arnold asked if anyone had investigated getting the ditch at the end of the ramp cleaned. Nobody had. Mr. Arnold stated that he would work on figuring it out.

Highway Airport Sign- Mr. Wedel let the group know that he thinks we could use a new airport sign out on the highway as it is faded and not professional. Mr. Wedel thinks because it is on a County road it should be a County expense. Rose will send John Welle an email.

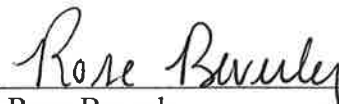
6. New Business.

Pilot Lounge Construction- Mr. Frelander led a discussion on the incomplete construction of the pilot's lounge. The overhead light in the computer room is hanging with electrical wire, the doors and windows are not framed out. He asked Shawn Shanholtzer for the status on the project. Shawn explained that it is on his to do list, but he has been very busy fixing airplanes. Mr. Frelander also asked Shawn about the tar paper under the Aitkin sign. Shawn will be working on that as well

7. Approval of Bills - A motion to approve the October 2020 payments in the amount of \$35,511.74 was made by Wallace Frelander and seconded by Mike Arnold. All aye.,
8. Comments from Visitors - None.
9. Adjournment - A motion to adjourn the meeting at 4:22 p.m. was made by Wallace Frelander and seconded by Mike Arnold. All aye.



Mayor Gary Tibbitts



Rose Beverly
City Administrator