

**Airport Commission Meeting Minutes  
February 11, 2021 – Owatonna Degner Regional Airport  
“DRAFT”**

1. Call to Order

Chairman Keltgen called the meeting of the Airport Commission to order at 5:00 PM and welcomed everyone to the meeting.

2. Roll Call

Attending

Todd Hale	Commissioner
Tom Harrison	Commissioner
James Keltgen	Chairman
Greg Krueger	Commissioner
Justin Lindee	Vice Chairman
Paula Snitker	Commissioner
Sharon West	Commissioner
Dave Beaver	Airport Manager

Visitors

Ron Roetzel	Bolton and Menk
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3. Approval of Agenda

Commissioner Lindee made a motion to approve the agenda and Commissioner West seconded the motion. The motion was approved.

4. Minutes

Commissioner Harrison made a motion to approve the minutes from the January 14, 2021 Airport Commission meeting and Commissioner Snitker seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

There were no Chairman reports.

Staff Reports

Airport Manager Beaver provided a brief update on operations, aircraft arrivals, and business activity at the flight schools. There was a brief discussion on recent Council approvals including the Accelerated Aviation sub-lease and lease and rate schedule.

Mr. Beaver explained that in 2020 the airport received federal CARES Act grant funding and that the recent Coronavirus Response and Relief Supplemental Appropriation Act

(CRRSAA) may make additional grant funding available to airports in 2021. Mr. Beaver will monitor this and report back at the next Airport Commission meeting.

T-Hangar Taxi-lane and Building Design Update

Chairman Keltgen introduced Ron Roetzel with Bolton and Menk to present an update on the T-Hangar taxi-lane and building design. Mr. Roetzel reported that the plans and specifications for the project have been completed. Mr. Roetzel added that with the City Councils authorization the project is set to be advertised for bid. There was a discussion regarding the bid schedule and locations/formats to be advertised. Mr. Roetzel described the five building alternatives included in the bid documents that will allow for increased flexibility of award based on funding available. There was a brief discussion regarding the project.

6. Adjournment

The Airport Commission meeting was adjourned at 5:30 PM with a motion made by Commissioner Snitker and seconded by Commissioner Harrison. The motion was approved.