

**Airport Commission Meeting Minutes
June 10, 2021 – Owatonna Degner Regional Airport
“DRAFT”**

1. Call to Order

Vice Chairman Lindee 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
Greg Krueger	Commissioner
Justin Lindee	Vice Chairman
Paula Snitker	Commissioner
Sharon West	Commissioner
Dave Beaver	Airport Manager

Visitors

Ethan Cords

3. Approval of Agenda

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

4. Minutes

Commissioner Krueger made a motion to approve the minutes from the May 20, 2021 Airport Commission meeting and Commissioner Hale seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

Vice Chairman Lindee welcomed those in attendance to the meeting and reported that it is great to see everyone out enjoying the summer weather. Mr. Lindee reported that he has observed great service at the airport from staff.

Staff Reports

Airport Manager Beaver reported on airport activities and presented the combined aviation fuel volumes dispensed. The combined fuel volumes are up year to date from last year and Mr. Beaver briefly summarized business aircraft arrivals and flight school activity. Mr. Beaver reported on operations including grounds and building maintenance.

Mr. Beaver reported that staff is in the process of reviewing airport security needs including assessing access control, fencing, gates, signage, and use of technology. This review also

includes discussions with airport based businesses and tenants. There was a brief discussion regarding a number of possible upgrades. Mr. Beaver explained that this can be discussed further at the July Airport Commission meeting in greater detail to potentially include exhibits and costs. Mr. Lindee suggested that it may be good to control access to the ramp near the dome hangar and other areas.

For other activity, Mr. Beaver reported that staff is working with the airport consultant to review airport zoning and needed amendments to accommodate any future development. There was a discussion regarding runway, land use development, and associated potential land acquisition.

Events –

There was a discussion regarding proposed events at the airport including the Civil Air Patrol (CAP) fly-in breakfast and airport movie night. Airport Manager Beaver reported that he has been notified by the Owatonna CAP squadron commander that with the current restrictions in place by CAP and with the short amount of time, that they will not be proceeding with the breakfast this year. They are looking forward to bringing back the event in 2022. There was a brief discussion regarding the movie night and general agreement that this should also be brought back next year as it is held on the same weekend as the fly-n breakfast. There was also a brief discussion regarding other possible events that could be held in late summer or fall.

T-Hangar Taxi-lane and Building Design Update

Airport Manager Beaver provided an update on the T-hangar taxi-lane and building project and explained that the project has been awarded contingent upon securing the Federal Aviation Administration (FAA) grant. After the anticipated grant is approved a pre-construction meeting will be scheduled with the contractor and construction schedule reviewed.

There was a brief discussion regarding the recent visit to the airport from U.S. Congressman Hagedorn representing MN first district. Mr. Beaver reported that it was a good opportunity to familiarize the Representative with the airport, discuss airport needs and overall FAA funding programs. There was a brief discussion regarding the visit.

For other items, Vice Chairman Lindee recognized visitor Ethan Chords to the meeting. Mr. Chords explained that he is looking at options for starting a taxi service business in Owatonna. Mr. Chords reported that he is taking a preliminary look at possibly locating that business at the airport. There was a brief discussion regarding this process. Mr. Lindee thanked Mr. Chords for attending.

6. Adjournment

The Airport Commission meeting was adjourned at 6:00 PM with a motion made by Commissioner West and seconded by Commissioner Krueger. The motion was approved.