

Airport Commission Meeting Minutes
July 9, 2020 – Owatonna Degner Regional Airport
“DRAFT”

1. Call to Order

Chairman Keltgen called the meeting of the Airport Commission to order at 5:00 PM at the Owatonna Degner Regional Airport.

2. Roll Call

Attending virtually

Todd Hale	Commissioner
Tom Harrison	Commissioner
James Keltgen	Chairman
Greg Krueger	Commissioner
Justin Lindee	Vice Chairman
Sharon West	Commissioner
Dave Beaver	Airport Manager
Troy Klecker	Community Development Director

Visitors attending virtually

Jim Jacobson	Accelerated Aviation
Ron Roetzel	Bolton and Menk

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 June 11, 2020 Airport Commission meeting and Commissioner West seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

Chairman Keltgen welcomed everyone and thanked those in attendance for participating in the in-person meeting with appropriate precautions.

Staff Reports

Airport Manager Beaver reported on airport activities and presented the fuel volumes dispensed report to date. Fuel volumes are significantly up for 100LL avgas and jet volumes appear to be returning to more typical volumes for this time of year considering the Covid 19 impacts.

For other activities, Mr. Beaver reported that the Federal Aviation Administration (FAA) has announced the grant recipients for this year's FAA grants. This announcement included the grant award for the anticipated 100% federal funding participation towards T-hangar and taxilane design work. Mr. Beaver also reported that the preliminary airport operations budget for 2021 has been submitted. Initial departmental budget requests are now being reviewed by administration as part of the budget process.

Accelerated Aviation Update

Mr. Beaver reported that activity at Accelerated Aviation has been good with daily student activity. Mr. Beaver explained that a number of leasehold improvements continue to be discussed including signage, interior office area improvements, and entryway vestibule.

Jim Jacobson with Accelerated Aviation reported that activity is brisk with a number of students completing flight certificates and ratings. Mr. Jacobson explained that Accelerated is now using four aircraft, seven flight instructors, and their flight simulator. Mr. Jacobson reported that Accelerated is set to be featured in an upcoming article in the next Midwest Flyer magazine. There was a brief discussion regarding Accelerated Aviation activities.

Maintenance Projects Update

Airport Manager Beaver provided a brief update on the current airport maintenance projects. Regarding the hangar painting project, Mr. Beaver reported that the contractor has completed most of the work and is now in the process of also painting the auto parking lot and apron light fixtures. Mr. Beaver also reported that the preparation and painting of the three support derricks on the T-38 aircraft display has been completed. The project includes an engineering inspection that should be completed in the coming weeks. There was a brief discussion regarding these projects.

Business Development Working Group Update

Commissioner Harrison reported that the working group met on Aug. 8th and explained that discussions continue with prospective users of business aviation. This initiative has been challenging due to the impact of Covid 19 on business and has delayed the planned business leader open house. This event is being coordinated with the Chamber of Commerce and may be rescheduled this fall. Mr. Harrison explained that discussions are ongoing to match potential service providers with individual customer requests.

For other business and announcements, Commissioner Hale reported that a book regarding Tom Walsh is nearing publication. Tom Walsh was involved in the early development of the Owatonna airport and flew for Jostens. There was a brief discussion regarding this and also potentially creating an Owatonna airport wall of fame recognizing a number of individuals that have significantly impacted aviation and the airport in Owatonna.

6. Adjournment

The Airport Commission meeting was adjourned at 5:50 PM with a motion made by Commissioner West and seconded by Commissioner Lindee. The motion was approved.