



Airport Operating Board Meeting Minutes

July 15, 2021 @ 3:00 pm

Chairman: Call to Order by Chairman A. Mortensen at 3:00 p.m.

Roll Call and Pledge of Allegiance:

A. Mortensen, C. Makinster, A. Erickson present, Mike Karnofski not present.

Approve June Meeting Minutes (action)

C. Makinster moved to approve the June meeting minutes. A. Erickson seconded the motion. All voted yes; motion passes.

Treasurer Report for June:

Operating Revenue:	\$98,875	
Total Expenses:	\$174,958	
Operating Expenses:	\$162,515	
Capital Expenses:	\$12,443	
Total Cash:	\$838,478	Unrestricted: \$820,403

June General Claims (action)

A. Erickson moved to approve the June General Claims. C. Makinster seconded the motion. All voted yes; motion passes.

Presentation(s):

SWRA 2022 Operating Budget – C. Paolini outlined the operating budget for 2022

Citizens Business

Garnet - Question regarding the electricity bill. Is that all including hangars? Per C. Paolini, covers his office and Hangar Rows A, B, and C, runway lights, etc.

Is that the same for water/sewer? Per C. Paolini, there are a couple others included as well as a leak we are in the process of fixing so we will receive some credit on that cost.

Board Business

FAA ARPA Grant – FAA has awarded the airport a third grant. This is in the amount of \$32k. Looking for approval of allowing the City Manager to enter into an agreement to accept this grant.

C. Makinster moved to approve the City Manager to enter into an agreement with FAA for receipt of these \$32k in grant funds. A. Erickson seconded the motion. All voted yes; motion passes.

Hangar Ramp Improvement Project Contract Action/Motion – C. Makinster moved to allow C. Paolini to enter into a contract with Clark & Sons Excavating in the amount of \$36,754.00 + 10% contingency to improve a hangar ramp improvement project. A. Erickson seconded the motion. All voted yes; motion passes.

Hangar/Building Occupancy Report (update)

100% occupancy. 27 names on the list. 23 of those are for aviation use.

Airport Manager's Report

Finished preparing the bids and documents in order for the ramp improvement project.

Have some updated costs on the airport sign so will present that at next month's meeting.

FBO exterior painting is complete and looks much better.

FBO is hosting an event for the aviation community to introduce themselves to the aviation folks and present the changes they have made.

Audit has been completed with nothing to have concerns about. Per CM Hamilton; they were very grateful to have a such a quick turnaround when documents were asked for and had nothing but nice comments to make with the entire process.

The owner of the food truck who was potentially looking to set up at the airport has since sold his truck so we are back to square one with whether or not we end up with a food option in the future.

Airport Board Member Reports

M. Karnofski (for K. Lefebvre) – n/a not present

C. Makinster – None

A. Mortensen – None

A. Erickson – Expresses appreciation to Chris and Brian for their work to ensure we received a clean audit.

Review of any follow-up items identified in today's meeting.

None

Adjourn Board Meeting

Board chairman: Wrap up at 4:00 p.m. and announce next board meeting date (August 19, 2021)