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Airport Advisory Board AGENDA

**April 13, 2021 Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of March 9, 2020 Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: May 11, 2021 @ 5:30 p.m

Fairmont Airport Advisory Board Minutes
March 9, 2021 5:30pm

Board members Present: Jerry Brooks, Barry Altman, Jeff Varboncoeur

Council Liaison Present: Wayne Hasek

Staff Present: Lee Steinkamp, Airport Manager, Troy Nemmers, City Engineer/Public works Director

Others: Jake Braunagel, KLJ Engineering

The meeting was called to order at 5:34 pm.

A motion was presented by Jerry Brooks to approve the February 9, 2021 meeting. The motion was seconded by Barry Altman and carried.

Airport consultant update: Jake Braunagel with KLJ Engineering, provided an update.

The Airport Manager's report was provided by Lee Steinkamp, Airport Manager. Entitlement transfers are being processed.

Old Business: Discussed ongoing projects and design project for terminal hangar planned for 2021.

New Business: None

No further business for the board, a motion by Jerry Brooks to adjourn the meeting at 5:56 pm. The motion was seconded by Jeff Varboncoeur and carried.

Respectfully submitted:

Troy Nemmers
City Engineer / Public Works Director



Airport Project Status Report

March 26, 2021

Fairmont Municipal Airport

CLIENT CONTACT PERSON AND ADDRESS

Lee Steinkamp, Airport Manager
2160 East Blue Earth Avenue
Fairmont, MN 56031
lsteinkamp@fairmont.org

WORK IN PROGRESS

Construct T-Hangar and Taxilanes – Environmental and Design

KLJ #141217112 (Task Order #6 & #7) AIP #3-27-0029-016-2018

KLJ submitted the final FAA project closeout report to MnDOT on July 30, 2020. No comments have been received to date.

Construct 7-Unit T-Hangar – Construction

KLJ #1905-00426 (Task Order #9) AIP #3-27-0029-017-2019

All punchlist items have been completed except for final paperwork that KLJ is working with the Contractor on. Contractor provided paperwork on March 1, 2021 and additional information was requested. The Contractor is working on compiling additional information and submittal is expected soon. The hangar is currently in use.

KLJ is currently working on a draft of the FAA Project Closeout Report and will work with MnDOT Aeronautics to ensure final financials are aligned prior to submitting the final version to the City for review and approval.

Construct Hangar Taxilanes and Aprons – Construction

KLJ #2005-00244 (Task Order #2005-00244-1) AIP #3-27-0029-019-2020

All final construction paperwork has been processed by the City.

KLJ is currently working on a draft of the FAA Project Closeout Report and will work with MnDOT Aeronautics to ensure final financials are aligned prior to submitting the final version to the City for review and approval.

OTHER ITEMS

- None at this time.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None at this time.

ITEMS REQUIRING ACTION BY FAA

- Closeout for AIP #3-27-0029-016-2018

Reported by: Jake Braunagel, PE
KLJ
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cc: Troy Nemmers, City of Fairmont
Brian Conklin, MnDOT Office of Aeronautics
Luke Bourassa, MnDOT Office of Aeronautics
Ben Garrow, FAA Dakota-Minnesota ADO

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