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## Airport Advisory Board AGENDA

**August 10, 2021 Regular Meeting  
5:30 p.m.  
Fairmont Airport**

- I Call to Order
- II Approve Minutes
  - a. Minutes of July 13, 2021 Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

**Next meeting: September 14, 2021 @ 5:30 p.m**

**Fairmont Airport Advisory Board Minutes**  
**July 13, 2021, 5:30pm**

**Board members Present:** Mike Schmid (by phone), Barry Altman, Jeff Varboncoeur, Jerry Brooks

**Council Liaison Present:** Wayne Hasek

**Staff Present:** Troy Nemmers, PE Public Works Director/City Engineer, Lee Steinkamp, Airport Manager

**Others:** Verlus Burkhart

The meeting was called to order at 5:31 pm.

A motion was presented by Barry Altman to approve the June 8, 2021, meeting minutes. The motion was seconded by Mike Schmid and carried.

**Airport consultant update:** Lee Steinkamp provided KLJ's update as Jake Braunagel was unable to attend.

**The Airport Manager's report:** Lee Steinkamp, Airport Manager, provided the manager's report. Discussed maintenance activity.

**Old Business:** none

**New Business:** Troy Nemmers, PE Public Works Director/City Engineer, presented a draft 2022 CIP. Discussion was held to recommend 2022 CIP as proposed.

No further business for the board, a motion by Mike Schmid to adjourn the meeting at 6:21 pm. The motion was seconded by Jerry Brooks and carried.

Respectfully submitted:

Troy Nemmers, PE  
Public Works Director/City Engineer



## Airport Project Status Report

July 30, 2021

Fairmont Municipal Airport

### CLIENT CONTACT PERSON AND ADDRESS

Lee Steinkamp, Airport Manager  
2160 East Blue Earth Avenue  
Fairmont, MN 56031  
[lsteinkamp@fairmont.org](mailto: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. MnDOT sent the final FAA project closeout report to the FAA for processing on May 3, 2021. 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

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. Currently awaiting MnDOT draft final pay summary for comparison.

#### Construct Hangar Taxilanes and Aprons – Construction

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

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. Currently awaiting MnDOT draft final pay summary for comparison.

### OTHER ITEMS

- None

### ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None

### ITEMS REQUIRING ACTION BY FAA

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

Reported by: Jake Braunagel, PE  
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cc: Troy Nemmers, City of Fairmont [tnemmers@fairmont.org](mailto:tnemmers@fairmont.org)  
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