



Phone (507)238-9461

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031
www.fairmont.org ♦ citygov@fairmont.org

Fax (507)238-9469

Airport Advisory Board AGENDA

**April 12, 2022 Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of March 8, 2022 Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: May 10, 2022 @ 5:30 p.m

Fairmont Airport Advisory Board Minutes
March 8, 2022, 5:30pm

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

Council Liaison Present: Wayne Hasek

Staff Present: Troy Nemmers, PE Director of Public Works/City Engineer

Others: Verlus Burkhart, Jake Braunagel with KLJ (by phone)

The meeting was called to order at 5:32 pm.

A motion was presented by Jerry Brooks to approve the February 8, 2022, meeting minutes. The motion was seconded by Barry Altman and carried.

Airport consultant update: Jake Braunagel with KLJ provided consultant update over the phone. Jake explained possible ILS System replacement in 2022.

The Airport Manager's report: Lee Steinkamp, Airport Manager was unable to attend the meeting.

Old Business: Discussed update on facility assessment.

New Business: Further discussion was had on adjustments to CIP to meet additional funding from MNDOT and Infrastructure Grant Program. A motion was made to accept the updated CIP by Barry Altman. The motion was seconded by Ron Lindberg

No further business for the board, a motion by Jerry Brooks to adjourn the meeting at 6:19p.m. The motion was seconded by Barry Altman carried.

Respectfully submitted:

Troy Nemmers, PE
Public Works Director/City Engineer



Airport Project Status Report

March 25, 2022

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 Aeronautics on July 30, 2020. MnDOT sent the final FAA project closeout report to the FAA for processing on May 3, 2021. The FAA has reviewed the closeout and will begin initiating closure of the grant. No additional updates received to date.

Construct 7-Unit T-Hangar – Construction

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

KLJ submitted a draft FAA Project Closeout Report to MnDOT Aeronautics for financial review on December 1, 2021. Once review is completed by MnDOT, KLJ will finalize the report for signature by the city and final submittal to the FAA/MnDOT. No comments received to date.

Construct Hangar Taxilanes and Aprons – Construction

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

KLJ submitted a draft FAA Project Closeout Report to MnDOT Aeronautics for financial review on February 2, 2022. Once review is completed by MnDOT, KLJ will finalize the report for signature by the city and final submittal to FAA/MnDOT. No comments received to date.

Replace ILS System (Localizer and Glideslope) – Design

KLJ #2205-00594

The City/Airport has been notified by MnDOT Aeronautics that grant funds and equipment have become available for an ILS replacement project to include replacement of the Localizer and Glideslope Antennas along with associated equipment shelters. KLJ has provided a draft Scope of Work for professional services to MnDOT for review. Once KLJ and MnDOT finalize the scope KLJ will compose a task order for professional services to provide the City for review/approval. At this time, it is anticipated that an agreement along with associated grant for design and bidding will be processed in state fiscal year 2022 with the construction grant to come in state fiscal year 2023.

OTHER ITEMS

- Rehabilitate Terminal Building (Exterior): The City/Airport has been notified that the Rehabilitate Terminal Building (Exterior) project submitted on the Airport Capital Improvement Plan has been selected to receive a future state grant offer. KLJ has advised the City/Airport to compile quotes for the work to be completed per the infrastructure needs report so that a state grant application package can be submitted. KLJ will assist the airport with compilation of the state grant application package for submittal to MnDOT once all quotes are compiled.



- Bipartisan Infrastructure Bill (BIL) Capital Improvement Plan (CIP) Update: The FAA has requested an updated CIP be submitted by April 1, 2022 to include all anticipated BIL projects. The airport advisory board has reviewed the CIP and KLJ will submit to the FAA before deadline.
- Taxiway Lighting Replacement Project: Per the updated CIP, the airport would like to proceed with a project to replace the original lighting and signage on the parallel taxiway. At this time, the design will be planned in 2022 under an Airport Infrastructure Grant (AIG) which is part of the BIL funding. KLJ has started research for compiling justification for the grant application. Once the FAA announces the timelines for receiving FY 2022 AIG funds, KLJ will compose a task order for professional services to provide the City for review/approval.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Compile quotes and Submit Grant Application for the Rehabilitate Terminal Building (Exterior) Project

ITEMS REQUIRING ACTION BY MnDOT Aeronautics

- Review Draft Closeout for AIP #3-27-0029-017-2019
- Review Draft Closeout for AIP #3-27-0029-019-2020

ITEMS REQUIRING ACTION BY FAA

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

Reported by: Jake Braunagel, PE
KLJ Engineering LLC
701-318-7386
jake.braunagel@kljeng.com

cc: Troy Nemmers, City of Fairmont
Brian Conklin, MnDOT Office of Aeronautics
Luke Bourassa, MnDOT Office of Aeronautics
Ben Garrow, FAA Dakota-Minnesota ADO
Erik Fitzgerald, KLJ Engineering

tnemmers@fairmont.org
brian.conklin@state.mn.us
luke.bourassa@state.mn.us
Benjamin.A.Garrow@faa.gov
erik.fitzgerald@kljeng.com