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Airport Advisory Board AGENDA

August 9, 2022 Regular Meeting

5:00 p.m.

Fairmont Airport

NOTE: SPECIAL MEETING TIME

- I Call to Order
- II Approve Minutes
 - a. Minutes of July 12, 2022 Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
 - a. Discuss annual CIP update
- VII Adjourn

Next meeting: September 13, 2022 @ 5:30 p.m

Fairmont Airport Advisory Board Minutes

July 12, 2022, 5:30pm

Board members Present: Jim Tate, Jerry Brooks, Barry Altman, Ron Lindberg,

Council Liaison Present: Wayne Hasek

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

Others: Jake Braunagel, KLJ Engineering (via phone), Verlus Burkhart, Wayne Kahler (joined at 5:50 p.m.) Jordan Lampman

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

A motion was presented by Ron Lindberg to approve the June 14, 2022, meeting minutes. The motion was seconded by Barry Altman and carried.

Airport consultant update: Jake Braunagel with KLJ provided the consultant update on current projects and closing out of a couple older projects. ILS project is likely to be delayed until spring 2023 due to supply chain issues.

The Airport Manager's report Lee Steinkamp, Airport Manager, provided update on airport activity. Lions Fly-In breakfast served over 900 people. Staff is working on updating airport licensing through the state of MN. The licensing needs to address waiver for the existing roads that qualify as obstructions based on the airport classification. Discussed hangar lease agreements coming due this year and a brief discussion was held about current lease rates.

Old Business: None

New Business: Jordan Lampman attended the meeting and discussed with the Board about potential mechanic/maintenance facility at the airport. Discussion was had about ideas and possibilities with the Board. Mr. Lampman will need to reach out to City economic development staff for further conversations about the potential business.

No further business for the board, a motion by Jim Tate to adjourn the meeting at 6:33 pm. The motion was seconded by Ron Lindberg and carried.

Respectfully submitted:

Troy Nemmers, PE
Public Works Director/City Engineer



Airport Project Status Report

July 29, 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. City reported final payment was received. Awaiting project closeout letter from FAA.

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 S.P. #A4601-58

The design of the project is ongoing. It was anticipated that the project would be advertised for bids in July 2022 with construction startup in the Fall of 2022, but MnDOT Aeronautics was notified their equipment delivery would be delayed due to a chip recall and following supply chain issues. The project is now anticipated to be advertised for bids in the Winter/Spring of 2023 with construction startup in the Spring of 2023. A state fiscal year 2022 grant for design and bidding has been received, signed, and returned to MnDOT Aeronautics for final signatures. The construction grant will be a state fiscal year 2023 grant.

Replace Taxiway A Lighting System – Design

KLJ #2205-00853

The project will consist of replacing the original lighting and signage on the parallel taxiway. The design is planned for 2022 under an Airport Infrastructure Grant (AIG) which is part of the Bipartisan Infrastructure Bill (BIL). KLJ has started research for compiling justification for the grant application and began drafting the Scope of Work for design to be reviewed by the FAA. At this time, it is unknown if MnDOT will participate in 5 percent of the project share as they typically do on AIP projects and therefore the project has been put on hold until more information is known. KLJ will compose a task order for professional services to provide the City for review/approval and a grant application will be submitted once all funding details are known.



OTHER ITEMS

- Rehabilitate Terminal Building (Exterior): The City/Airport has been offered a state fiscal year 2022 grant for the Rehabilitate Terminal Building (Exterior) project. The executed grant has been received. The Work on the project will take place summer/fall 2022.
- Capital Improvement Plan (CIP): A draft 2023 CIP will be composed by KLJ and provided to the Airport Advisory Board for review. It is anticipated an agency meeting to discuss the CIP will be held in late August or early September.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

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
- Provided Executed State Grant for S.P. #A4601-58

ITEMS REQUIRING ACTION BY FAA

- Closeout Letter 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 tnemmers@fairmont.org
Brian Conklin, MnDOT Office of Aeronautics brian.conklin@state.mn.us
Luke Bourassa, MnDOT Office of Aeronautics luke.bourassa@state.mn.us
Ben Garrow, FAA Dakota-Minnesota ADO Benjamin.A.Garrow@faa.gov
Erik Fitzgerald, KLJ Engineering erik.fitzgerald@kljeng.com

CAPITAL IMPROVEMENT PLAN (CIP)



NIPAS NO:
SITE NO:
LOCAL ID/INT:

27-0029
10684 A
FRM

COMPLETED BY:

KU

AIRPORT NAME: Fairmont Municipal Airport
ASSOCIATED CITY: Fairmont, Minnesota
COUNTY NAME: Martin

DOCUMENT DATE: August 4, 2022

ITEM	ITEM DESCRIPTION	STATE YEAR (FED YEAR)	TOTAL	AIP FAA SHARE	AVG FAA SHARE	STATE SHARE	SPONSOR SHARE	NON-PRIMARY ENTITLEMENT BALANCE	AIRPORT INFRASTRUCTURE BALANCE	REMARKS
SHORT-TERM PROJECTS (0-5 YEARS)										
Calendar Year 2023 Projects										
1	Pay Back Entitlement Transfer to City of Orr (\$150,000)	2023 (2023)	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	\$ 318,000	
2	Replace Taxiway Edge Lights and Signs - Design and Construct	2023 (2023)	\$ 450,000	\$ -	\$ 405,000	\$ 22,500	\$ 22,500	\$ -	\$ (87,000)	Borrowed in FY 2019 - Ask to defer repayment until 2025
3	Replace ILS System (Localizer and GlideSlope) - Construction	2023 (2023)	\$ 250,000	\$ -	\$ -	\$ 175,000	\$ 75,000	\$ -	\$ (87,000)	
			TOTAL 2023:	\$ 850,000	\$ 150,000	\$ 405,000	\$ 197,500	\$ 97,500		
Calendar Year 2024 Projects										
4	Airport Master Plan Study, Update ALP, Aeronautical Survey, WISV	2024 (2024)	\$ 350,000	\$ 150,000	\$ 72,000	\$ 17,500	\$ 110,500	\$ -	\$ -	
5	Artfired Pavement Maintenance (Crack Route & Seal) - Design and Construct	2024 (2024)	\$ 150,000	\$ -	\$ -	\$ 105,000	\$ 45,000	\$ -	\$ -	
6	CR/SIF Building Improvements	2024 (2024)	\$ 90,000	\$ -	\$ -	\$ 63,000	\$ 27,000	\$ -	\$ -	Priority #1 and #2 Items in Needs Study
7	Main Public Hangar Improvements - Seals, Insulation, Windows, Roof, Fans	2024 (2024)	\$ 55,000	\$ -	\$ -	\$ 38,500	\$ 16,500	\$ -	\$ -	Priority #1 & #2 Items in Needs Study
8	Main Public Hangar Improvements - Remove Office	2024 (2024)	\$ 50,000	\$ -	\$ -	\$ 35,000	\$ 15,000	\$ -	\$ -	Priority #2 Item in Needs Study
			TOTAL 2024:	\$ 695,000	\$ 150,000	\$ 72,000	\$ 259,000	\$ 214,000	\$ 159,000	
Calendar Year 2025 Projects										
9	Replace MALSR System - Design	2025 (2025)	\$ 75,000	\$ -	\$ -	\$ 52,500	\$ 22,500	\$ 150,000	\$ 159,000	Funding share needs to be clarified with MNDOT
10	"Piper" Hangar Improvements	2025 (2025)	\$ 8,000	\$ -	\$ -	\$ 5,600	\$ 2,400	\$ 150,000	\$ 159,000	Priority #1 and #2 Items in Needs Study
11	Public Hangar A & B Improvements	2025 (2025)	\$ 55,000	\$ -	\$ -	\$ 38,500	\$ 16,500	\$ 150,000	\$ 159,000	Priority #1, #2, and #3 Items in Needs Study
12	Public Hangar A & B Partitions	2025 (2025)	\$ 40,000	\$ -	\$ -	\$ 28,000	\$ 12,000	\$ 150,000	\$ 159,000	Priority #4 Item in Needs Study
			TOTAL 2025:	\$ 178,000	\$ -	\$ 124,600	\$ 53,400	\$ 300,000	\$ 318,000	
Calendar Year 2026 Projects										
13	Replace MALSR System - Construction	2026 (2026)	\$ 1,000,000	\$ -	\$ -	\$ 700,000	\$ 300,000	\$ 300,000	\$ 318,000	Funding share needs to be clarified with MNDOT
14	Rehabilitate Runway 13/31 Pavement (Crack Repair & Seal Coat)	2026 (2026)	\$ 175,000	\$ -	\$ 157,500	\$ 8,750	\$ 8,750	\$ 142,500	\$ 318,000	
15	Rehabilitate Taxiway A, Connecting Taxiways (Crack Repair & Seal Coat)	2026 (2026)	\$ 125,000	\$ -	\$ 112,500	\$ 6,250	\$ 6,250	\$ 30,000	\$ 318,000	
16	Rehabilitate Taxiway E (Mill and Overlay)	2026 (2026)	\$ 150,000	\$ -	\$ 30,000	\$ 105,000	\$ 7,500	\$ 7,500	\$ 213,000	
17	Rehabilitate Apron: (Crack Repair & Seal Coat)	2026 (2026)	\$ 65,000	\$ -	\$ -	\$ 58,500	\$ 3,250	\$ -	\$ 154,500	
18	Rehabilitate Access Road, Parking Lot (Crack Repair & Seal Coat)	2026 (2026)	\$ 25,000	\$ -	\$ 22,500	\$ 1,250	\$ 1,250	\$ -	\$ 132,000	
19	Rehabilitate Terminal Building (Interior & Exterior)	2026 (2026)	\$ 250,000	\$ -	\$ -	\$ 175,000	\$ 75,000	\$ -	\$ 132,000	General Rehabilitation of Interior & Exterior Due to Age
			TOTAL 2026:	\$ 1,790,000	\$ 300,000	\$ 186,000	\$ 902,000	\$ 402,000	\$ 132,000	
Calendar Year 2027 Projects										
19	Construct Hangar Site Trailane Extension	2027 (2027)	\$ 300,000	\$ 150,000	\$ 120,000	\$ 15,000	\$ 15,000	\$ -	\$ 12,000	
			TOTAL 2027:	\$ 300,000	\$ 150,000	\$ 120,000	\$ 15,000	\$ 15,000	\$ -	
			TOTAL 2023-2027:	\$ 3,813,000	\$ 750,000	\$ 783,000	\$ 1,498,100	\$ 781,900	\$ -	
				100.00%	19.67%	20.54%	39.29%	20.51%		

ITEM	ITEM DESCRIPTION	STATE YEAR (FED YEAR)	TOTAL	FAA SHARE	FAA SHARE	STATE SHARE	SPONSOR SHARE	FAA ACP CODE	FAA PRIORITY NUMBER	REMARKS
MID-TERM PROJECTS (6-10 YEARS)										
20	Extend Natural Gas to Public Airport Buildings	2028 (2028)	\$ 150,000	\$ -	\$ -	\$ 26,250	\$ 123,750	150,000	132,000	Assume 25% eligible for State funding (on-airport)
20	Construct Concrete Containment Pad	2029 (2029)	\$ 50,000	\$ 45,000	\$ 40,500	\$ 2,500	\$ 2,500			
21	Acquire Avigation Easement for Obstruction Removal Areas (10.7 Acres)	2029 (2029)	\$ 100,000	\$ 90,000	\$ 81,000	\$ 5,000	\$ 5,000			10.7 Acres
22	Remove Off-Airport Obstructions to Runway 13	2029 (2029)	\$ 100,000	\$ 90,000	\$ 81,000	\$ 5,000	\$ 5,000			Land Under Airport Zoning Control
23	Acquire Land for Runway 31 RPZ (19.0 Acres)	2030 (2030)	\$ 400,000	\$ 360,000	\$ 324,000	\$ 20,000	\$ 20,000			100% local funds
24	Extend Water/Sewer from City to Airport Property Edge	2030 (2030)	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000			100% local funds
25	New Sanitary Foremain Line from City to Airport Property Edge	2030 (2030)	\$ 135,000	\$ -	\$ -	\$ -	\$ 135,000			100% local funds
26	Upsize Water/Sewer from City for Industrial Park Development	2031 (2031)	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000			100% local funds
27	New Sanitary Foremain Line to Airport Facilities	2032 (2032)	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000			100% local funds
TOTAL 6-10 YEARS:			\$ 1,320,000	\$ 585,000	\$ 526,500	\$ 58,750	\$ 676,250			
LONG-TERM PROJECTS (11-15 YEARS)										
28	Extend Water/Sewer to Public Airport Facilities	2033 (2033)	\$ 215,000	\$ -	\$ -	\$ 150,500	\$ 64,500			Assume 70% State Funding
29	Extend Water/Sewer to Airport Industrial Park	2033 (2033)	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000			100% local funds
30	Construct Industrial Park Site Improvements	2034 (2034)	\$ 450,000	\$ -	\$ -	\$ -	\$ 450,000			100% local funds
31	Rehabilitate West Apron (Mill & Overlay)	2034 (2034)	\$ 450,000	\$ 405,000	\$ 364,500	\$ 22,500	\$ 22,500			
32	Reconstruct East Apron	2034 (2034)	\$ 900,000	\$ 810,000	\$ 729,000	\$ 45,000	\$ 45,000			
33	Rehabilitate Runway 13/31, Parallel Taxiway (Mill & Overlay)	2035 (2035)	\$ 3,000,000	\$ 2,700,000	\$ 2,430,000	\$ 150,000	\$ 150,000			
34	Rehabilitate Runway 2/20 (Mill & Overlay)	2036 (2036)	\$ 1,500,000	\$ 1,350,000	\$ 1,215,000	\$ 75,000	\$ 75,000			
35	Construct Taxiway/Apron, Site Preparation, T-Hanger Building	2037 (2037)	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000			State Hangar Loan Program (20 years, 20% Down)
TOTAL 11-15 YEARS:			\$ 7,565,000	\$ 5,265,000	\$ 4,738,500	\$ 443,000	\$ 1,957,000			