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Airport Advisory Board AGENDA

**January 10, 2023 Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of December 13, 2022 Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: January 10, 2023 @ 5:30 p.m.

Fairmont Airport Advisory Board Minutes
December 13, 2022, 5:30pm

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

Council Liaison Present:

Staff Present: Lee Steinkamp, Airport Manager

Others: Jake Braunagel, KLJ, (phone)

The meeting was called to order at 5:30 pm.

A motion was presented by Barry Altman to approve the November 8, 2022, meeting minutes. The motion was seconded by Ron Lindberg and carried.

Airport consultant update was provided by KLJ Engineering. Updates on current projects and closeouts were discussed.

The Airport Manager's report was provided by Lee Steinkamp, Airport Manager.

Old Business: The lift cylinders on the big hangar are periodically malfunctioning. Lee gathered some information and working toward a plan to repair lift cylinders.

New Business: No new business at this time.

No further business for the board, a motion by Barry Altman to adjourn the meeting at 6:14 pm. The motion was seconded by Jeff Varboncoeur and carried.

Respectfully submitted:

Lee Steinkamp
Fairmont Airport Manager



Airport Project Status Report

December 30, 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 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 (Task Order #2205-00594-1) 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 or Summer of 2023. A state fiscal year 2022 grant for design and bidding was executed on July 5, 2022. The construction grant is anticipated to be a state fiscal year 2023 grant.

Replace Taxiway A Lighting System – Design and Construction

KLJ #2205-00853

The project will consist of replacing the original lighting and signage on the parallel taxiway. The design is planned for a 2023 AIP grant with construction planned for a 2023 AIG grant which is part of the Bipartisan Infrastructure Bill (BIL). KLJ has submitted the grant preapplications 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 AIG portion of the project as they typically do on AIP projects. Therefore, the airport/city will have to decide on if they would like to proceed with a grant for design by the AIP grant application deadline which is anticipated to be in March of 2023.



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 Work on the project is being coordinated by the City/Airport.
- Capital Improvement Plan (CIP): The 2023 CIP has been uploaded to the MnDOT CIP portal. KLJ is currently working on coordination of entitlement repayments with the City of Orr and the CIP will be revised accordingly once all details of repayment schedule are known.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Decide if would like to proceed with a design grant for Replacement of Taxiway Lighting and Signage Project by grant application deadline.

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

- None.

Reported by: Jake Braunagel, PE
KLJ Engineering LLC
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cc: Cathy Reynolds, City of Fairmont creynolds@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
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