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Airport Advisory Board AGENDA

**February 14, 2023, Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of January 10, 2023, Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: March 14, 2023 @ 5:30 p.m.

Fairmont Airport Advisory Board Minutes
January 10, 2023, 5:00pm

Board members Present: Jerry Brooks, Ron Lindberg, Jeff Varboncoeur, Jim Tate

Council Liaison Present: Jay Maynard

Staff Present: Lee Steinkamp, Airport Manager; Cathy Reynolds, City Administrator

Others: Jeff Ziemer, Verlus Burkhart

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

A motion was presented by Jeff Varboncoeur to approve the December 13, 2022, meeting minutes. The motion was seconded by Jim Tate 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 status of the terminal rehab was discussed. A plan to address the cylinders in the spring was discussed.

New Business: Terms for two members are ending Jan 31, 2023.

No further business for the board, a motion by Jeff Varboncoeur to adjourn the meeting at 5:55 pm. The motion was seconded by Jim Tate and carried.

Respectfully submitted:

Lee Steinkamp
Fairmont Airport Manager



Airport Project Status Report

January 27, 2023

Fairmont Municipal Airport

CLIENT CONTACT PERSON AND ADDRESS

Lee Steinkamp, Airport Manager
2160 East Blue Earth Avenue
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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. KLJ submitted the final city signed FAA Project Closeout Report to the FAA on January 26, 2023. There have still been no MnDOT 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. KLJ submitted the final city signed FAA Project Closeout Report to the FAA on January 26, 2023. There have still been no MnDOT 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 has been put on hold with plans and specifications at approximately 90% completion. KLJ met with MnDOT Aeronautics and the FAA on January 19, 2023 to discuss the siting of the localizer and glideslope. The FAA expressed concern that the current ALP shows a runway shift in the future and want to make sure the equipment is placed in a position that can meet the needs of any new runway ends anticipated for the future. Ultimately, the FAA recommended the city move forward with a planning study to determine exact location of displaced Runway 13 End to clear MnDOT 34:1 Approach Surface which currently has penetrations as well as determine what the current justified runway length is. MnDOT agreed to putting the current project on hold until this information is obtained. KLJ met with the City and Airport on January 24, 2023 to discuss the same and it was determined the project would be put on hold for the time being. KLJ will work with MnDOT to address closing out this project and grant due to the expected time between now and when a planning study would be completed.

Replace Taxiway A Lighting System – Design and Construction

KLJ #2205-00853

Due to the need for a planning study as discussed above, this project will be put on hold until funds become available after the planning study is funded. At this time, Design is anticipated for 2024 with construction anticipated for 2025, dependent on funding availability.



OTHER ITEMS

- Rehabilitate Terminal Building (Exterior): The City/Airport accepted 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 and is expected to be completed in the spring of 2023.
- Consultant Reselection: Due to the Planning Study and Taxiway Lighting & Signage Rehab Project not being on the 2019 Request for Qualifications (RFQ) project list, the City/Airport will be required to go out for consultant selection for both projects prior to commencing work on either.
- Obstruction Removals: Trees northwest of Runway 13 End are currently causing penetration to the MnDOT 34:1 approach surface. KLJ is working with the City to determine next steps for getting these trees trimmed below the surface.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- Solicit Firms via RFQ for a Planning Study Project.
- Solicit Firms via RFQ for a Taxiway Lighting & Signage Rehab Project.

ITEMS REQUIRING ACTION BY MnDOT Aeronautics

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

ITEMS REQUIRING ACTION BY FAA

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

Reported by: Jake Braunagel, PE
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cc: Cathy Reynolds, City of Fairmont creynolds@fairmont.org
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