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Airport Advisory Board AGENDA

**November 12, 2024, Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of October 8, 2024, Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: December 10, 2024 @ 5:30 p.m.

Fairmont Airport Advisory Board Minutes
October 8, 2024, 5:30pm

Board members Present: Jeff Ziemer, Ernie Nuss, Ron Lindberg

Council Liaison Present: Jay Maynard

Staff Present: Lee Steinkamp, Airport Manager. Matt Skaret, City Administrator

Others: Jake Braunagel KLJ via phone

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

Jeff Ziemer made a motion, seconded by Ernie Nuss to approve the minutes from the September 10, 2024, meeting. All in favor, motion carried.

Airport consultant update

An update was given by Jake, on current projects. He also said there are some program manager changes at the FAA.

The Airport Manager's

An update was given by the manager on airport projects. We recently had an inspection on the MALSR lighting system, and it checked out ok.

Old Business:

Advisory board terms and duration were discussed. The board is still one member short of a full board.

New Business:

No new business.

Respectfully submitted:

Lee Steinkamp
Fairmont Airport Manager



Airport Project Status Report

October 25, 2024

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

Grant Amendment Agreement has been processed. Awaiting final FAA Project Closeout Letter.

Construct Hangar Taxilanes and Aprons – Construction

KLJ #2005-00244 AIP #3-27-0029-019-2020

Grant Amendment Agreement has been processed. Awaiting final FAA Project Closeout Letter.

Master Plan (MP) & Airport Layout Plan (ALP) Update

KLJ #2305-00694 AIG #3-27-0029-022-2024

Facility Inventory and RSA Determination are substantially completed. Aviation Forecast/Critical Design Aircraft is near substantial completion. Also currently working on Terminal Area Alternatives, Cultural Inventory, Stakeholder Outreach, Runway 13 threshold alternatives, and Hangar Area Drainage Plan. Stakeholder questionnaire responses were received and are being incorporated into the master plan. A 2nd Master Plan Advisory Committee meeting was held on October 16, 2024.

Taxiway A Lighting & Signage Replacement - Design

KLJ #2205-00853 AIP #3-27-0029-023-2024

Design is ongoing with bidding anticipated in spring 2025 and construction anticipated in summer 2025.

OTHER ITEMS

- Rehabilitate Terminal Building (Exterior): The City/Airport accepted a state fiscal year 2022 grant for the project. The work on the project is being coordinated by the City/Airport and is expected to be completed in November 2024.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY MnDOT Aeronautics

- None.

ITEMS REQUIRING ACTION BY FAA

- Issue Grant Closeout Letter for AIP #3-27-0029-017-2019
- Issue Grant Closeout Letter for AIP #3-27-0029-019-2020



Reported by: Jake Braunagel, PE
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