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Airport Advisory Board AGENDA

**December 10, 2024, Regular Meeting
5:30 p.m.
Fairmont Airport**

- I Call to Order
- II Approve Minutes
 - a. Minutes of November 12, 2024, Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: January 14, 2025 @ 5:30 p.m.

Fairmont Airport Advisory Board Minutes
November 12, 2024, 5:30pm

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

Council Liaison Present: Jay Maynard

Staff Present: Lee Steinkamp, Airport Manager.

Others:

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 October 8, 2024, meeting. All in favor, motion carried.

Airport consultant update

An update was provided by Jake from KLJ Engineering on current projects.

The Airport Manager's Report

An update was given by the manager on airport projects. The hangar door damage is still a work in progress. More bids are being put together for repairs. The ag leases are being reviewed by the city attorney and city administrator.

Old Business:

Advisory board terms and duration were discussed. The board is still one member short of a full board. One board member's term is ending in January and expressed interest in continuing to serve on the board.

New Business:

A general discussion about the airport ag leases took place. Information about revenue, total acres, and term length was provided. No action taken.

No other business, Bill Eckles made a motion to adjourn the meeting 5:55pm with a second by Jeff Ziemer. All in favor, motion carried.

Respectfully submitted:

Lee Steinkamp
Fairmont Airport Manager



Airport Project Status Report

November 29, 2024

Fairmont Municipal Airport

CLIENT CONTACT PERSON AND ADDRESS

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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
FAA Project Closeout Letter was received on November 25, 2024. Project is officially closed.

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. KLJ Planners will be meeting with FAA and MnDOT staff on December 11, 2024 to review critical design aircraft, Runway 13 threshold location, and narrative report.

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 substantially completed.

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 #3-27-0029-019-2020



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