



Phone (507)238-9461

CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031
www.fairmont.org + citygov@fairmont.org

Fax (507)238-9469

Airport Advisory Board AGENDA

January 14, 2025, Regular Meeting
5:30 p.m.
Fairmont Airport

- I Call to Order
- II Approve Minutes
 - a. Minutes of December 10, 2024, Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

Next meeting: February 11, 2025 @ 5:30 p.m.

Fairmont Airport Advisory Board Minutes
December 10, 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 Bill Eckles to approve the minutes from the November 12, 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. The lift station project line is in. We are waiting to get the electric and control panel installed.

Old Business:

Advisory board terms and duration were discussed. The board is still one member short of a full board. Some details are still being worked through on the hangar damage.

New Business:

A general discussion about the airport ag leases took place. The hangar leases are nearing the end of term. New leases will be sent out soon.

No other business, Jeff Ziemer made a motion to adjourn the meeting 5:53pm with a second by Bill Eckles. All in favor, motion carried.

Respectfully submitted:

Lee Steinkamp
Fairmont Airport Manager



Airport Project Status Report

December 28, 2024

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 Hangar Taxilanes and Aprons – Construction

KLJ #2005-00244

AIP #3-27-0029-019-2020

FAA Project Closeout Letter was received on December 17, 2024. Project is officially closed.

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 January 24, 2025 to review critical design aircraft, Runway 13 threshold location, and narrative report comments/edits from previous meeting.

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. The engineering design report has been submitted to the FAA for review and the construction plans are approximately 90% complete.

OTHER ITEMS

- None.

ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

ITEMS REQUIRING ACTION BY MnDOT Aeronautics

- None.

ITEMS REQUIRING ACTION BY FAA

- Review Engineering Design Report for AIP #3-27-0029-023-2024.



Reported by: Jake Braunagel, CM, PE
KLJ Engineering LLC
701-290-9218
Jake.Braunagel@kljeng.com

cc: Matt York, City of Fairmont myork@fairmont.org
Luke Bourassa, MnDOT Office of Aeronautics luke.bourassa@state.mn.us
Brian Conklin, MnDOT Office of Aeronautics brian.conklin@state.mn.us
Danielle Walchuk, MnDOT Office of Aeronautics danielle.walchuk@state.mn.us
Jim McCanney, MnDOT Office of Aeronautics james.mccanney@state.mn.us
Sean Johnston, FAA Dakota-Minnesota ADO Sean.M.Johnston@faa.gov
Kyle Sebesta, FAA Dakota-Minnesota ADO Kyle.E.Sebesta@faa.gov
Gina Mitchell, FAA Dakota-Minnesota ADO Gina.Mitchell@faa.gov
Tom Probert, FAA Dakota-Minnesota ADO Thomas.G.Probert@faa.gov
Erik Fitzgerald, KLJ Engineering Erik.Fitzgerald@kljeng.com
Jack Vogt, KLJ Engineering Jack.Vogt@kljeng.com