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## Airport Advisory Board AGENDA

**February 11, 2025, Regular Meeting  
5:30 p.m.  
Fairmont Airport**

- I Call to Order
- II Approve Minutes
  - a. Minutes of January 14, 2025, Board Meeting
- III Airport consultant update
- IV Airport Manager report
- V Old Business
- VI New Business
- VII Adjourn

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

**Fairmont Airport Advisory Board Minutes**  
**January 14, 2025, 5:30pm**

**Board members Present:** Jeff Ziemer, Ernie Nuss, Bill Eckles

**Council Liaison Present:** Jay Maynard

**Staff Present:** Lee Steinkamp, Airport Manager.

**Others:** Jake Braunagel, KLJ Engineering

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

Ernie Nuss made a motion, seconded by Jeff Ziemer to approve the minutes from the December 10, 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. Hangar door damage is still in progress. The wastewater lift station is up and running. A grant was applied for to purchase a new zero turn mower. We should know by the end of January if we get the grant.

**Old Business:**

The terminal exterior rehab project was discussed. The project is substantially complete.

**New Business:**

The board had discussion about unmanned aircraft and drones. MNDOT Aero is putting on a few in-person workshops to discuss advance air mobility.

No other business, Bill Eckles made a motion to adjourn the meeting at 6:00 pm with a second by Ernie Nuss. All in favor, motion carried.

Respectfully submitted:

Lee Steinkamp  
Fairmont Airport Manager



## Airport Project Status Report

January 31, 2025

Fairmont Municipal Airport

### CLIENT CONTACT PERSON AND ADDRESS

Lee Steinkamp, Airport Manager  
2160 East Blue Earth Avenue  
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### WORK IN PROGRESS

#### 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. Currently working on Terminal Area Alternatives, Runway 13 Threshold Alternatives, and Hangar Area Drainage Plan. Revising narrative report following comments from Jan. 24 meeting with the FAA.

#### Taxiway A Lighting & Signage Replacement - Design

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

The engineering design report has been reviewed by the FAA with no comments to address. The construction plans are approximately 90% complete and will be sent out for FAA, State, Airport, and Internal review in February 2025. Advertisement for Bids is anticipated in March 2025 with Bid Opening in April 2025. Construction anticipated in summer/fall 2025.

### OTHER ITEMS

- None.

### ITEMS REQUIRING ACTION BY CITY/AIRPORT

- None.

### ITEMS REQUIRING ACTION BY MnDOT Aeronautics

- None.

### ITEMS REQUIRING ACTION BY FAA

- None.

Reported by: Jake Braunagel, CM, PE  
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Brian Conklin, MnDOT Office of Aeronautics  
Danielle Walchuk, MnDOT Office of Aeronautics  
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Sean Johnston, FAA Dakota-Minnesota ADO  
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Tom Probert, FAA Dakota-Minnesota ADO  
Erik Fitzgerald, KLJ Engineering  
Jack Vogt, KLJ Engineering

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