



City of South St. Paul

AIRPORT ADVISORY COMMISSION

FLEMING FIELD AIRPORT



MEETING MINUTES TUESDAY, NOVEMBER 14, 2017, 6:00 PM

1. CALL TO ORDER:

Commissioner Sheridan called the Airport Advisory Commission Meeting to order at 6:00 PM on Tuesday, November 14, 2017.

2. ROLL CALL:

Present Ludwigson and Schoen (by phone), Sheridan, Gardner, Gesch, Hilger, and Reckinger.

Absent Francis and Adams

Also Present Philip Tiedeman, Airport Manager
Joseph Carney, Airport Operations Specialist

3. CITIZEN'S COMMENTS & PRESENTATIONS

None

4. APPROVAL OF AGENDA:

Motion by Reckinger, seconded by Gesch to approve November 14, 2017, agenda as submitted.

Motion carried 7 ayes/0 nays

5. CONSENT AGENDA:

Motion by Hilger, seconded by Gardner to approve the amended Consent Agenda removing Item 5B. Meeting dates were approved with a change to 2018, not 2017.

Motion carried 7 ayes/0 nays

6. ITEMS REMOVED FROM CONSENT AGENDA:

Item 5B, YTD Budget Report.

Ludwigson requested that this item is moved to Old Business for discussion.

7. OLD BUSINESS:

A. Super Bowl LII

Tiedeman discussed the topics that the Super Bowl Planning Committee covered in the earlier meeting, as well what was covered at the MSP Super Bowl meeting. Staff is looking into an online form for pilots and others to submit information request during Super Bowl LII. Staff will also see about posting a way for slots can be tracked as taken vs open.

Schoen inquired about slot charges. Tiedeman responded that we are still working on charges and that we don't necessarily want to be the first ones to post a charge list.

Another question raised was a reference to the closing airport if we have met maximum capacity available.

B. Hangar roof Repair & Replacement

Tiedeman briefed Commission on the bid openings and that one of the bids would be rejected, as they did not submit all the required documents. Questions from the commission about why the cost of the rejected bid was significantly lower. Tiedeman reviewed the budget advising that at this time the airport would have enough money in the budget to cover the cost difference between the Duralast and regular shingles, and also the replacement door for Hangar #5.

Schoen asked about having tenants pay for a portion of the door replacement. Tiedeman said that he would research previous door replacements to see if those tenants paid a portion of the cost.

C. Swift Fuel

Ludwigson requested to add this item. He inquired about the status of research on the cost of shipping Swift Fuel (91UL replacement) to our location. A second question was raised for Power per Gallon Swift vs 91UL.

8. NEW BUSINESS:

A. Fencing Enhancements.

Tiedeman reviewed the memo in the packed. Schoen spoke of moving the fence closer to Crossman Road, near the corner where it turns from North/South to East/West. Ludwigson raised a point that maybe a neighborhood meeting with the residents to discuss vehicle light impact. Schoen asked about going to the Inver Grove Heights City for a variance on fence height and tree type. One plan was to plant a different type of tree at the corner, set back to allow snow removal operations yet block vehicle lights from impacting on the houses. Tiedeman also brought up the fact that that area is part of the Storm Water Protection area.

9. COMMISSIONER AND STAFF COMMENTS:

Sheridan asked about the possibility of a keypad by the walk-through gate next to the main gate. Tiedeman said that it was in the 2018 budget for a keypad at the main door to the terminal.

Gesch asked about remarking the parking lot. Tiedeman said that the weather impacted the cities contractors ability to get the lines painted. Staff may be able to repaint the lot is the weather turns better.

Schoen requested staff look into straightening the card reader post for the main gate.

10. ADJOURNMENT:

Motion made by Hilger, second by Reckinger to adjourn the Airport Advisory Commission meeting at 6:50 PM.

Motion carried 7 ayes/0 nays