



Airport Advisory Commission

Tuesday, December 9 2014, at 6:00 P.M.

MEETING MINUTES (unapproved)

City of South St. Paul Municipal Airport Meeting Room
1725 Henry Avenue, South St. Paul, MN 55075
WWW.Flemingfield.com

1) CALL TO ORDER :

The Airport Advisory Commission meeting was called to order by President Wiplinger at 6:00 P.M. on Tuesday, December 9, 2014.

2) ROLL CALL :

Present

Commission Members: Adams, Gardner, Ludwigson, Reckinger, Schoen, Wiplinger, and Wik

Absent

Commission Member: Franke

Also Present

John Sachi City Engineer
Glenn Burke Airport Manager
Joseph Carney Operations Specialist

3) Approval of Agenda :

Motion by Ludwigson, second by Schoen to approve December 9, 2014 agenda as submitted

Motion carried 8 ayes/0 nays

4) Approval of 8/21/2012 Minutes

Motion by Burke, second by Schoen to approve September 9, 2014 minutes as submitted

Motion carried 8 ayes/0 nays

5) Citizens Comments & Presentation

None.

6a) Third Quarter Budget Report :

Members were given copies of the Third Quarter Budget Report for 2014. Revenues for the Airport Operating Fund stood at \$1,006,661; and Expenses are \$831,864 for the first ten months of 2014. Revenues and Expenditures are both below the 83% benchmark, due to lower than expected fuel costs/sales, ramp fees, utilities costs, repair costs, and capital outlays.. The Capital fund has a

negative balance of \$ 210,916. We are waiting on various reimbursements at this time. There were no questions about the budget.

7a) Airport Reconstruction Project :

The construction project is currently on a seasonal hold with expectations to restart in April. The apron/ramp area has the base layer of asphalt and will receive the wear layer when the North Taxiway and the taxiways are completed. A question was put forth about marking the edge of the old asphalt with yellow lane marking paint so that transient aircraft will see the difference in height.

7b) Obstruction Removal Project :

Covered the current maps of obstructions (trees). Discussed the fact that the triangles indicated a 30' radius and may not indicate all trees that meet the height standards for removal. FAA approval for the EA. Department of the Interior raised the issue of the Long-Eared Bat. Possible removal of trees before the end of March, but indications are that trees will not be able to be removed until next fall due to easement, FAA approval and EA approval, and due diligence issues. There is also thoughts of using the multi-city zoning ordinance, however the zoning board has never been empaneled. Mr. Sachi reviewed the process for tree removal and time line. Mr. Schoen raised question of Categories C & D night approaches vs. Categories A & B. The loss of the night approach hasn't impacted the airport due to the seasonal drop, however it will be expected to impact business and fuel sales when the traffic would be expected to pick up in the spring.

8a) Meeting Schedule :

The schedule for commission meetings in 2015 was brought forth. Mr. Ludwigson put forth a motion for the meetings to be the 2nd Tuesday of the even months. Mr. Reckinger seconded the motion. All members were in favor.

9) Old Business :

Mr. Burke raised the issue of parking on the airport. Language was discussed to be added or changed in the Rules and Regulations.

- i. Automobiles will not be parked in such a manner as to obstruct ingress/egress of any hangar entrance. Parking time restriction of less than 20 hours, If parking for more than 20 hrs will be in designated areas and registered with airport management.
- ii. Building & Asphalt maintenance standards were discussed concerning the verbiage for the Rules & Regulations. Parking areas and gravel vs. asphalt were also covered.

10) Commission Comments :

Compass Rose repainting was asked. The answer was that it would/could be done after wear coat was laid, we just have to supply the paint and lunch; and the group that did it before would come out and do it again.

11) Adjournment :

Motion made by Sheridan, second by Wiplinger to adjourn the commission meeting at 08:00 PM.

Motion carried

8 ayes/0 nays

NOT APPROVED