

**Airport Commission Meeting Minutes**  
**March 14, 2019 – Owatonna Degner Regional Airport**

1. Call to Order

Chairman Keltgen called the Airport Commission meeting to order at 5:00 PM at the Owatonna Degner Regional Airport.

2. Roll Call

Attendance

Todd Hale	Commissioner
Tom Harrison	Commissioner
James Keltgen	Chairman
Greg Krueger	Commissioner
Justin Lindee	Vice Chairman
Paula Snitker	Commissioner
Sharon West	Commissioner
Dave Beaver	Airport Manager

3. Approval of Agenda

Chairman Keltgen presented the agenda and Commissioner Krueger made a motion to approve and Commissioner West seconded the motion. The motion was approved.

4. Minutes

Commissioner West made a motion to approve the minutes from the February 14, 2019 Airport Commission meeting and Commissioner Snitker seconded the motion. The motion was approved.

5. Action Items

Chairman Reports

Chairman Keltgen welcomed all in attendance. There were no further chairman reports.

Staff Reports

Airport Manager Beaver reported on airport activities and reported on snow removal operations as well as recent snow melt and rain causing water levels to raise in the vicinity of a number of hangars. Mr. Beaver explained that the ditches were overloaded and flowing slow and reported that the city street department did a nice job of opening up the ditches and working to assist airport staff with pumping water and opening up drainage to avoid any flooding and property damage.

There was a discussion regarding overall snow removal and recognizing the street departments efforts in keeping the airport runways and taxiway priority areas open for use.

Chairman Keltgen stated that he would write a letter in recognition of these efforts to be forwarded to the street department.

- *2019 Project Update*

Regarding the hangar door project, Mr. Beaver reported that the construction agreement with Sam Husnik Construction, Inc. for the installation of the Higher Power hydraulic doors was approved on March 5<sup>th</sup>. Mr. Beaver added that the MnDOT Aeronautics grant agreement for 70% grant participation for all project costs was also received and approved on March 5<sup>th</sup>. Mr. Beaver estimated that the lead time for the manufacturing of both doors would be approximately four months with about a two week installation in July or August. There was a brief discussion regarding the project.

Airport Manager Beaver provided an update on the equipment purchases that are budgeted for in 2019 including the loader with blower and broom attachments and riding mower. There was also a discussion regarding the crack seal and sealcoat project of the automobile parking lot and north hangar taxi lane.

Business development working group update

Airport Manager Beaver explained that the working group has not met in March due to scheduling conflicts. There was a brief discussion regarding priorities established by the group for support of area business transportation options and airport business development. Expanding ground transportation options for customers flying into the airport was discussed including courtesy and rental car options. Commissioner Krueger suggested that part of the review involving availability and options for car rentals should also include contacting local car dealerships as well as a look at regional needs.

6. Adjournment

The Airport Commission meeting was adjourned at 5:42 PM with a motion made by Commissioner Krueger and seconded by Commissioner Hale.