

**AIRPORT COMMISSION MEETING**  
**August 31, 2021**  
**5:00 p.m.**  
**Airport Arrival/Departure Building**

**A meeting of the City of Jackson Airport Commission was held in the meeting room at the Airport Arrival/Departure Building at 5:00 p.m. on Tuesday, August 31, 2021 with the following persons present: Airport Commission members Paul Clymer and FBO Paul Sanders. Also attending was City Administrator Matt Skaret, Engineer Eric Hanson of HDR and Recording Secretary Dave Maschoff. (Airport Commission Chairman Chris Handeviddt, Airport Commission Vice-Chairman Richard Hample along with Commission members Tom Stoner, Kerry Ella and Marcus Polz were absent.) (A quorum of the Airport Commission was not present.)**

**HANGAR RENTAL ISSUE**

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Skaret explained Larry Hanson had been using a four-plex hangar for storage. He said Hanson was moved to a different storage unit because someone needed the four-plex hangar for an airplane. Skaret said Hanson was moved into two of the in-storage units at the airport.

Skaret said Hanson wasn't very happy about having to move his items to different storage units. He explained Hanson is being charged full price on one of the storage units and half-price on the second unit. Skaret noted if someone wanted to use the second storage unit, Hanson would have to pay full price.

Skaret said he received an inquiry from someone who wanted to rent the second storage unit.

Skaret said he contacted Hanson and asked him if he would be willing to pay full price for the second storage unit because another person is interested in renting it. Skaret noted Hanson said he would be willing to pay full price for the second storage unit, but he would be looking for storage somewhere else.

Skaret said Hanson thinks it's a rip off compared to what he was paying before for the four-plex hangar. He said Hanson feels he has about the same square footage now as he had before but he's paying double the price.

Skaret said Hanson was questioning the Airport's monthly rates for storage. Skaret said the cost is \$80 a month for the older four-plex hangars and \$75 a month for the storage units. He said Hanson thought those rental rates were out of whack based on the square footage.

Eric Hanson asked what is the cost of a storage unit in town? He said that's what you have to compare the price of the storage unit to and not the rental rate for hangar space.

Skaret said Hanson's argument is that the doors of the storage unit are smaller, it's the same square footage plus the hassle of moving his items from the four-plex hangar to the storage unit.

Clymer said it's clearly stated that when you rent a hangar to use for storage and someone else then wants to use it to store an airplane, you have to move your items to a different storage area. He said that's clearly noted in the rental agreement regarding hangars.

Skaret noted Hanson was paying \$80 a month when he was using the four-plex hangar and now he's paying \$150 a month for two storage units.

Sanders noted those are pretty good size storage units. He said Hanson basically has a T-stall, but it's two storage units.

## **ENGINEER ERIC HANSON UPDATE**

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Engineer Eric Hanson of HDR said the Airport Hangar Project is completed. He noted the grass is growing and the fence has been put back in place.

Hanson recommended paying the final pay request for the project to the contractor. He said he would take care of the paperwork that needed to be signed and the final pay request by the contractor could be on the September 7<sup>th</sup> City Council agenda for approval.

Hanson asked about the grant paperwork for the Airport Runway Project.

Skaret said the grant paperwork arrived at City Hall on Friday, August 27<sup>th</sup>. He said the last of the required signatures for the grant paperwork were completed today (August 31<sup>st</sup>) with the signatures of the Mayor and City Attorney. Skaret said the paperwork will be scanned and emailed back to the FAA on September 1<sup>st</sup> and the paperwork will then be sent back to the City.

Hanson reported the firm of Jacobson-Westergard is doing the surveying at the airport. He said they may actually do the topographical survey this week.

Hanson said the people that were going to do the soil borings were tentatively looking at the week of September 20<sup>th</sup> to be in Jackson.

Hanson said Scott Rosenberg also needs to be contacted to coordinate tree removal and plans for planting new trees at Knute and Kay McNeely's acreage. He said he doesn't anticipate that work occurring on McNeely's until late winter or early spring. Hanson said they don't want anybody cutting down trees and making a mess around the holidays, plus it will keep the windbreak in place for another winter season. Hanson said the trees should be cut down before the bat season begins in the spring. He said no bats have been found in McNeely's grove but there's a timeline in the season when you cannot cut down trees so young bats are protected.

Hanson said he didn't have an update regarding the closing date on the purchase of the land for the airport project. He suggested sending the paperwork to Jason Alt of ProSource so he can review it to make sure it meets all the Federal requirements before anything is signed or checks issued. Hanson said City Attorney Brad Anderson is the closing agent for the land purchase.

Skaret said he would follow up with City Attorney Anderson.

Regarding the crack filling, Hanson said the last time he spoke with the contractor, it appeared the crack sealing on the runway was going to take place in September. He said it shouldn't take more than couple days to fill the cracks. Hanson said he would check with the asphalt contractor to find out when they plan to fill the cracks on the runway. Hanson said he doesn't expect them to be in Jackson for another couple weeks.

Hanson also noted contacting Knute McNeely in the next few weeks to get the ball rolling on what his thoughts are regarding trees, landscaping and what they would like. He suggested Jason Alt could also be involved in discussing the plans for removing trees and stumps, planting new trees and determining what landscaping will be done.

Sanders asked Hanson when will dirt work for the airport runway project realistically start?

Hanson anticipates the City should have a bid opening for the airport runway project in early to middle March of 2022. At worst, he said the City would want to probably award the bid at the second City Council meeting in March. Hanson said the bid opening would be held in March of 2022, the bid awarded and the grant submissions submitted.

Sanders asked if dirt work would start sometime next summer.

Hanson said it all comes down to when the grant is actually issued. He explained with an early bid letting and an early grant application submittal, theoretically by April 15<sup>th</sup>, even if it took until July to get the grant, dirt work could be underway by this time (August 31<sup>st</sup>) next year.

Hanson said the only thing the City can control is when the bid letting is done and when the bid award it taken care of. He said the City will meet those deadlines and then it's out of our hands.

Hanson said advertising for bids should probably begin in the first part of February. He said there are four months to get the design done and bring some preliminary plans to the Airport Commission to review.

Hanson said soil boring results won't be available for the September Airport Commission meeting but they will probably be available for October's meeting. He said some sort of preliminary design plans for the airport runway project should be available at the Airport Commission's October meeting for review.

Hanson noted the other thing that needs to be done is to have the airport re-flown again by the FAA to determine the new GPS approach for the runway. He said he's been in contact with the FAA on what needs to be done in order to get that accomplished. Hanson explained the leaves have to be on the trees when the airport is re-flown to determine the new GPS approach. He said if it's not re-flown this fall, it may have to wait until May or June when the leaves are back on the trees. Hanson said the last time the airport was flown by the FAA was back in 2014 so that data is too old for the FAA to construct the new GPS and LPVG approaches for the new runway.

Sanders asked if the FAA would fly the existing runway approaches or will they develop their own approach for the new runway.

Hanson said the FAA will come up with their own approach for the new runway.

Skaret asked if the FAA doesn't fly the airport soon, will that throw off the timing for the rest of the airport project.

Hanson said it will not. He said it will just throw off the fact that there will be no GPS approach to the airport for a while which certainly is not ideal but also not the end of the world.

Sanders noted during the summertime it's less of a problem than if it would be in the winter.

Hanson agreed with Sanders. He said determining the GPS approach is something that we want and need to get done.

## **ADJOURNMENT**

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With no further business, the Airport Commission meeting ended at 5:37 p.m.

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**David A. Maschoff, Recording Secretary**

