

**AIRPORT COMMISSION MEETING**  
**July 27, 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 on Tuesday, July 27, 2021 with the following persons present: Airport Commission Vice-Chairman Richard Hample, Paul Clymer, Tom Stoner, Kerry Ella, Marcus Polz and FBO Paul Sanders. Also attending was City Administrator Matt Skaret and Engineer Eric Hanson of HDR. (Airport Commission Chairman Chris Handevitd was absent.) (A quorum of the Airport Commission was present.)**

**CALL THE MEETING TO ORDER**

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In the absence of Chairman Chris Handevitd, Vice-Chairman Richard Hample called the regular meeting of the City of Jackson Airport Commission to order.

**AIRPORT RUNWAY PROJECT UPDATE WITH ERIC HANSON**

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Engineer Eric Hanson of HDR reported all the needed land and the easement have been acquired for the airport runway project.

Hanson said the easement has been paid for and closing on the land purchase still needs to take place. He noted there are signed purchase agreements for the land.

Ella asked about Knute McNeely's trees.

Hanson said there is an agreement between the City and McNeely's. He said there's an amendment that a plan will have to be developed to meet what the McNeely's want. Hanson said one of McNeely's conditions was to cut down additional trees. Hanson said a plan will be developed and discussed with the McNeely's on how they want their new trees planted. He said the McNeely's want an arborist so Scott Rosenberg from Worthington will be called to assist with the plan and planting of trees.

Ella asked if McNeely was in agreement with cutting down the trees that needed to be cut down.

Hanson said McNeely signed the agreement and accepted the check for the easement.

Hanson explained the agreement McNeely signed with the City. Hanson said the trees will be cut down pretty much from the retaining wall on McNeely's property all the way north to the township road and west. He said all the trees will be cleared including the newer pine trees. Hanson said those stunted Colorado Spruces are suffering from needle cast disease and are too close to each other.

Hanson said the agreement with McNeely is that all the trees will be removed and up to four rows of trees will be planted on the north and west perimeter of McNeely's grove. He said the only stipulation is that the new trees could not grow to more than 30 to 35 feet tall. Hanson said as far as species of trees, it's whatever McNeely's want. He said McNeely's want the arborist to come and determine what the bug is that has affected their trees up to this point.

Hanson said he thinks the McNeely's want at least one or two rows of evergreens because they stay thick all through the year and stop noise, wind and snow. He said evergreens that are resistant to the bugs that affects evergreens will need to be found.

Hanson said the grant application has been submitted and once that paperwork comes back, then the survey and soil borings will be done and work will begin on designing the runway. He said in the meantime, some sort of agreement will need to be developed regarding the plans for tree removal and tree planting on McNeely's property. Hanson said McNeely's want to use an arborist and a landscape architect. He said whatever the McNeely's want, they will do.

Hanson highlighted the efforts and work of Jason Alt of Prosource in meeting with the Fransen's and McNeely's regarding the negotiations for land acquisition and the easement. He explained how Alt worked with the Fransen's and McNeely's schedules in order to meet with them.

Skaret said “hats off” to Jason Alt and to Eric Hanson and his team for a nice job in working with MeNeely’s in putting together a plan on paper on what MeNeely’s property would look like with the new landscaping and new trees.

Hanson said HDR’s landscape architects put together a rendering on what things would look like with different species of trees.

Hanson said plans came together before the July 15<sup>th</sup> deadline for the grant application. He said MnDOT (Minnesota Department of Transportation) completed the grant application which was sent to the FAA (Federal Aviation Administration) on Monday, July 19<sup>th</sup>. Hanson said it’s anticipated the FAA will announce the awarding of the grant for the airport project in the beginning or middle of August. He said the City would then receive the paperwork shortly after that, probably by Labor Day. Hanson said once the grant is in place, activity will begin at the airport.

Skaret said included in the agreement with the Fransen’s was a provision about the City leasing the land back to the Fransen’s to farm. He said the FAA won’t allow a lease for any more than five years at a time. Skaret said the lease will be for \$200 an acre which is based on the average market rate.

Hanson said the lease amount was included in the appraisal report. He said with the agreement, the lease amount is locked in at \$200 an acre for five years. Hanson said that will be re-evaluated after the five-year time period is up. He said Fransen’s were fine with the lease amount. Hanson noted the surveyor put property pins on the land and the Fransen’s would like those pins to be removed. He said the Fransen’s were concerned that a combine or other farm equipment may strike the property pins.

Clymer asked if the entire runway will be constructed from start to finish next calendar year.

Hanson said it will depend on when the grant is issued. He said HDR has been instructed by the FAA to design the runway and portions of the taxiway connectors all at one time. Hanson said the runway project will be bid in the springtime so it will all be under the Fiscal Year 2022 grants. He said it all depends on when the grant money actually arrives. Hanson said if dirt will actually be turned or not next year remains to be seen. He said hopefully construction will get underway. Hanson noted the whole project was designed so work could get underway and the current runway could stay open. He said if construction work wants to get started this fall, it certainly could happen and then paving could be done in the spring. He said the construction schedule isn't known at this time.

Stoner asked if the airport will remain open while construction is underway on the new parallel runway.

Hanson said the airport would remain open during construction.

Hample asked Hanson how far the end of the new runway is from Highway 71 compared to the current runway.

Hanson said he didn't have those measurements with him at the meeting, but it has to be at least 500 feet from the road. He estimated the new runway is not much more than that from Highway 71.

Skaret said he had someone ask him how the new airport runway project will affect the grass runway at the airport.

Hanson said the grass runway will be closed but it will be restored so it can be used.

Ella noted the grass runway will be shorter on one end, but it could still be used.

Hanson said the total length will be different, but it will be surveyed and restored so it's smooth. He noted the grass runway will be closed while construction is underway on the new runway.

## **BILLBOARD UPDATE**

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Hample said he was a little upset when he read in the newspaper about a proposed billboard that would have been located on airport property. He noted none of that information had previously come before the Airport Commission.

Hample asked if any of the other Airport Commission members knew about the billboard proposal that would be located on airport property.

Stoner said he hadn't heard anything about it.

Hample said he wasn't blaming Skaret about the lack of information provided to the Airport Commission, he was just stating a fact.

Hample said he just wanted everyone to know that he thinks if something is going to happen on airport property that the Airport Commission has jurisdiction over, it should be brought before the Commission before he reads it in the newspaper. He said he thinks that would also be the consensus of the rest of the Airport Commission members.

Skaret said normally he would agree with Hample. He explained the City was approached by Summit Locations, which is a billboard company, about locating a billboard at the intersection of Highway 71 and County Road A-34. Skaret said he didn't even know that the proposed location for the billboard was on airport land when Summit Locations first approached the City. Skaret said that's why the matter wasn't brought to the Airport Commission to start with.

Skaret said he learned that the location of the proposed billboard was on land that had been swapped at some point so he didn't even know that was airport land. He said as the City looked further and further into the billboard proposal, the more apparent it became that it was becoming more airport intensive than it appeared on the surface.

Skaret said at the last City Council meeting on July 17<sup>th</sup>, he recommended to the Council that they table action on Summit Location's billboard request and refer it to the Airport Commission. He explained the City Council went one step further and said, "Well, do we even need it to go to the Airport Commission because we're not interested in this. It's getting to be more trouble than what it's worth".

Polz noted that's what he said at the July 17<sup>th</sup> Council meeting. He said he suggested to the rest of the City Council to kill the billboard proposal.

Skaret said he had no hard feelings regarding the City Council's action to kill the proposal.

Ella asked who approached the City about locating a billboard at the intersection of Highway 71 and A-34.

Skaret said the billboard company approached the City.

Ella asked what would have been advertised on the billboard.

Skaret said the advertising would be whatever Summit Locations could get for a client with some parameters. He said Summit Locations would then share 15 percent of the revenue that's generated from the advertising on the billboard with the City of Jackson. Skaret said if the billboard was sold out 100 percent, the revenue coming back to the City would be \$1,500 to \$2,000 a year.

Stoner noted he's seen blank billboards around the area.

Skaret said that point was also brought up at the City Council meeting as well, so the \$1,500 to \$2,000 a year the City would receive in revenue from the billboard might be optimistic.

In his opinion, Skaret said the City Council saved us all some heartache.

Hample said he appreciated that. He said his only concern about the proposed billboard's location was not the obstruction, but the distraction to pilots landing at the airport if the billboard was lighted. Hample said no more lights are needed around the airport located in the wrong place.

Stoner agreed with Hample.

Hample said he's glad the City Council did the right thing regarding the proposed billboard, but he does want the Airport Commission to be involved.

Skaret said absolutely and Hample's point was well taken.

## **Other:**

### **Crack sealing on airport runway**

Hanson said the crack sealing on the runway would be completed in September. He said bids were opened to seal the cracks on the runway for as far as the City budget would allow it to go. Hanson said he spoke with the contractor and the crack sealing should be done in September.

Ella asked once the new runway is constructed, will the old runway be torn out and a new parallel taxiway built?

Hanson said what's going to be done in turning the current runway into a parallel taxiway is still to be determined. Hanson said there may have to be total reconstruction. He said the parallel taxiway will be 35 feet wide and will run the full length of the new runway and have three or four connection points.

## **Gas tank water problems**

Hample asked if the airport gas tank water problems have been resolved.

Sanders said it has stayed dry and there's been no moisture getting into the tank since repairs were made.

## **T-Hangar Door**

Sanders said there is one issue with a T-hangar door on the four-plex hangar. He explained the newest renter did not get the latch unlatched when he hit the button to open the hangar door and it broke a pulley bracket so the door doesn't go up. Sanders said that's why the renter's airplane is tied down outside right now.

Sanders said he contacted Dick's Welding to come and do the aluminum welding that's needed to make the repairs.

Sanders said the pulley bracket broke on Sunday, July 25<sup>th</sup>.

## **Paving Project around the Airport Hangars is completed**

Skaret said, as Hanson had mentioned earlier in the meeting, the paving project around the hangars is done.

Hanson said the contractor just needs to remove their erosion control when the grass grows back and put the fence back in.

Sanders said the paving looks nice. He said the contractor did a good job.

Skaret asked if there were many complaints from pilots about the construction and not being able to get to their hangar.

Sanders said he fielded one complaint about the short notice of when construction was going to begin. Sanders said he was surprised when he found out when the paving construction was going to begin.

Skaret said the contractor called on a Friday and started their construction work on the following Tuesday.

Clymer noted he's pushed a plane into a hangar since the paving has been completed. He said he doesn't think it's as steep as it was before and it's definitely a lot smoother.

Hanson said the contractor did a nice job and the project came in \$10,000 to \$15,000 under budget.

## **ADJOURNMENT**

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**With no further business, STONER/ELLA moved and it was unanimously carried to adjourn the Airport Commission meeting at 5:30 p.m.**

Hample thanked everyone for attending.

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**David A. Maschoff, Recording Secretary**



