

**AIRPORT COMMISSION MEETING**  
**July 30, 2019**

A regular meeting of the City of Jackson Airport Commission was held in the Jackson Municipal Airport A/D Building at 5 P.M. on July 30, 2019 with the following persons present: Airport Commission members Chairman Chris Handevidt, Richard Hample, Paul Clymer, Kerry Ella, Tom Stoner, Jeffrey Gay and FBO Paul Sanders, City Administrator Matt Skaret, HDR Engineer Eric Hanson and Recording Secretary Dave Maschoff. (A quorum of the Airport Commission was present.)

**CALL THE MEETING TO ORDER**

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Chairman Chris Handevidt called the regular meeting of the Jackson Airport Commission to order.

**APPROVAL OF THE MINUTES FROM THE MAY 28, 2019 AIRPORT COMMISSION MEETING**

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Chairman Handevidt called for a motion to approve the May 28, 2019 Airport Commission meeting minutes.

**CLYMER/HAMPLE moved and it was unanimously carried to approve the May 28, 2019 minutes as mailed.**

**AIRPORT FUEL SYSTEM RISERS AND SENSORS CHANGE ORDER NO. 1**

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FBO Paul Sanders explained when Westmor dug down to replace the Risers they hit water at about two feet. He said Westmor had to pump water out of the well that's there to get it below the level needed so they wouldn't get water into the fuel tanks when they took the riser off. Sanders said that's the reason for the change order.

Stoner asked about the \$2,500 to pump water.

Sanders said it took Westmor all day to pump the water. He noted the water table was high and it took Westmor an extra day to do their work. Sanders said two employees from Westmor were here.

Handevitd asked for a motion on the change order.

**ELLA/CLYMER moved and it was unanimously carried to recommend to the City Council to approve Change Order No. 1 from Westmor in the amount of \$2,570.**

Sanders noted Westmor will be returning to the Jackson Airport to raise the overflow protection device. He said the device currently shuts off at 3,500 gallons on the jet fuel tank. Sanders said there won't be a change order for that repair.

## **AIRPORT RUNWAY UPDATE**

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HDR Engineer Eric Hanson reported a meeting was held on June 18<sup>th</sup> between the Minnesota Department of Transportation and the FAA to review the option the City of Jackson submitted to them regarding the proposed new parallel runway at the airport.

Hanson distributed copies of the option that was submitted to the FAA and MnDOT to the Airport Commission members for their review.

Hanson said MnDOT has an unwritten rule that they don't like and don't recognize displaced thresholds. He said MnDOT and the FAA asked for a second alternative which would offset the runway further and turn it more to the north. Hanson said the second alternative would not have any RPZ's crossing the roads and there would be no need for displaced thresholds. Hanson said one of the things the FAA and MnDOT wants evaluated is obstructions to the runway. Hanson said he had to ask HDR's sub-consultant to evaluate the obstructions to the runway, how long it will take him to do that and how much it will cost. Hanson said the sub-consultant sent an email and noted they would look at what it will take tomorrow (July 31<sup>st</sup>).

Hanson said MnDOT wants a matrix of either doing nothing, evaluating the runway pavement, rebuilding the current runway or the alternative of offsetting the proposed parallel runway by 240 feet. He said included in the matrix would be a list of the pros and cons of each alternative, construction costs, obstructions and other items as well.

Hanson pointed out the alternative which would move the runway 240 feet and position it at a different angle would clear the roads out of the RPZ's and a waiver wouldn't be required from MnDOT. He said that could be a viable alternative. Hanson noted the additional property may have to be purchased if required by MnDOT.

Handevidt noted that option still keeps the current useable space at 3,600 feet of runway but just positions it to accommodate the displaced thresholds.

Hanson said that was correct. He said the matrix of alternatives that was requested needs to be formulated. Hanson said another meeting with MnDOT and the FAA will then need to be scheduled to review the information. He said once it's evaluated by the FAA and MnDOT, then they will sign off on it. Hanson said the FAA is 100 percent behind the proposed parallel runway plan. He said MnDOT needs to sign-off on the proposal. Hanson said he was confident they can meet MnDOT's criteria.

Skaret asked Hanson if he had any idea on a timeline in getting the information requested by the FAA and MnDOT to them and how long it will take for the FAA and MnDOT to review it.

Hanson said the goal would be to have the information reviewed and a plan approved by the FAA and MnDOT by September.

Handevidt asked Hanson if everything goes smoothly, when they would be able to break ground for the new parallel runway.

Hanson said there may be some land purchases necessary. He said the best case scenario for a grading project would be in the fall of 2021.

Hanson said information will be gathered and hopefully within a month or so they will have a meeting with the FAA and MnDOT.

Handevidt, Skaret and Airport Commission members thanked Hanson for his update.

**Other:**

**Plow Truck Update**

Skaret said he wanted to update the Airport Commission on the plow truck situation for the Airport. He said there wasn't much news to report.

Skaret said Street Superintendent Phil Markman looked at the truck the City of Lakefield had for sale. He said that truck won't work very well for the airport. Skaret said Lakefield's truck has a bigger plow on it than what the airport's current plow truck has and it probably wouldn't fit through the shed door at the airport. He said it also has a different hitch and the City would like to keep things the same. Skaret said it's also an older truck than what it was believed to be. He said the City of Lakefield hasn't decided how much they want for the truck.

Stoner noted the State of Minnesota would also have to approve the truck.

Skaret said the State will probably not approve the purchase of an older truck.

Skaret said Markman will continue to look for a plow truck for the airport.

**ADJOURNMENT**

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**With no further business, STONER/ELLA moved and it was unanimously carried to adjourn the meeting at 5:35 p.m.**

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**David A. Maschoff, Recording Secretary**

