

AIRPORT COMMISSION MEETING
October 29, 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 October 29, 2019 with the following persons present: Airport Commission members Chairman Chris Handevidt, Paul Clymer, Richard Hample, Tom Stoner, Jeffrey Gay and FBO Paul Sanders, City Administrator Matt Skaret, Engineer Eric Hanson of HDR and Recording Secretary Dave Maschoff. (Airport Commission member Kerry Ella was absent.) (A quorum of the Airport Commission was present.)

CALL THE MEETING TO ORDER

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

APPROVAL OF THE MINUTES FROM THE JULY 30, 2019 AIRPORT COMMISSION MEETING

Chairman Handevidt called for a motion to approve the July 30, 2019 Airport Commission meeting minutes.

CLYMER/GAY moved and it was unanimously carried to approve the July 30, 2019 minutes as mailed.

AIRPORT RUNWAY UPDATE WITH ERIC HANSON FROM HDR

Hanson explained a meeting was held with the Federal Aviation Administration about three weeks ago. He said the two options regarding the runway were discussed with the FAA. Hanson said they talked about what they can possibly do about the land acquisition in the options.

Hanson said one thing that came out of the meeting pertained to the land needed for the Displaced Threshold Option. He said it may be possible to obtain an easement from the landowner to the north of the airport instead of having to purchase property due to trees on the property. Hanson said the easement would be for less than an acre of land. He said obtaining an easement would be less problematic and less hoops to go through than trying to purchase the property.

Hanson pointed out the area where an easement would be needed on the information he distributed to the Airport Commission members. He noted in the approach surface they are 26 trees north of the airport that would have to be removed. Hanson said there are some smaller trees that he doesn't think would have to be cut at the present time. He the trees near the property owner's home could still remain in place that would screen their house from the highway.

Hanson also provided planning level cost information that resulted from the meeting with the FAA. He said the cost for the runway project would be \$5.8 to \$5.9 million which would include land acquisition, contingencies and everything. Hanson said of that amount, \$390,000 would be the City's share of the cost. He explained the reason the City's share is a little bit higher is because MnDOT said they would not participate in the five percent match because they won't pay for the easement and anything that has displaced threshold. Hanson said the FAA will still pay 90 percent of everything.

For clarification, Hample asked Hanson if MnDOT would not pay for the threshold part of the project.

Hanson said that was correct.

Handevitdt said MnDOT will participate in the cost for the part of the runway surface that can be used in operations for take-offs and landings in both directions, but not for the cost of the displaced threshold of 500 feet on each end of the runway.

Handevitdt said the good thing was that MnDOT didn't say they couldn't have a displaced threshold. He said that was the good thing he took away from the meeting with MnDOT.

Hanson said the road on either end of the runway is not an obstruction. He said the trees north of the airport have to be removed to meet MnDOT licensing requirements.

Hanson explained the other runway alignment option that the FAA requested. He pointed out that option has only 3,600 feet of total pavement and shifts the runway further to the east and a little bit more to the north. Hanson said that option would require more land acquisition and all the structures on the property north of the airport would be within the MnDOT Clear Zone. He said pretty much all of the mature trees on that property would also be included. Hanson said that option would pretty much mean purchasing the entire property and then mowing it all down.

Hanson said the Displaced Threshold Option provides the least disruption to the property north of the airport and would mean less property to purchase from neighboring landowners. He said the other good part of that option is that property purchased from the adjacent landowner could then be leased back to them to farm as they do now.

Hanson said Option 1-A of the runway project would require the purchase of more than 30 acres of land not including the entire acreage to the north of the airport.

Hanson said the local cost for the Displaced Threshold Option would be about \$390,000 and the local cost for the Non-Displaced Threshold Option would be about \$307,000, but you would also be purchasing an entire residence and acreage.

Hanson also showed drawings outlining the taxiways.

Hanson said it was a productive meeting with MnDOT and the FAA. He said Lindsay Butler and Gina Mitchell of the FAA are totally on board with what the Airport Commission is doing and what has been talked about.

Handevitd said Option 1 is by far the least painful option but that's not saying it's not going to be without some hurdles.

Hanson explained the FAA asked that Option 1-A be developed to show another option as an alternative compared to Option 1.

Clymer asked where to we go from here?

Hanson said the next step would be to first talk with Knute Meneely about the options and where the Airport Commission is at and then talk with the Fransen's. He said after talking with the adjacent property owners, then the next step would be to talk to the City Council.

Handevitd said the next step will be to approach the adjacent landowners to see what they're willing to grant the airport. He said if those talks break down, then the City Council would need to be approached to determine how to proceed.

Handevitd asked the rest of the Airport Commission members what they thought of the Displaced Threshold Option.

It was the consensus of the Airport Commission members to pursue the Displaced Threshold Option.

Clymer noted plans need to move forward before the FAA condemns the current airport runway and it can't be used.

Handevitdt said time is of the essence was brought up at the end of the meeting with the FAA and MnDOT. He said the current runway is crumbling and by the time we realistically start working on this project it's going to be 2022.

Skaret said it was mentioned that one more maintenance will need to be done to the current runway like a crack filling.

Hample stepped out of the meeting to phone fellow Airport Commission member Kerry Ella to see if Ella would be available to talk with Knute Meneely about obtaining an easement and the removal of trees on Meneely's property north of the airport.

Hample reported that Ella would talk to Meneely about an easement. Hample said Ella noted old pine trees would have to be removed but new pines have already been planted.

Skaret said the newly planted pine trees would not have to be removed.

Hample asked for copies of the plans to give to Ella.

Handevitdt said Ella needs to stress that the easement is for removing the trees that fall into the Part 77 Clear Zone along with a few more trees heading out towards the roadway. He noted to also point out having ingress and egress rights to maintain trees as they grow into the future.

Sanders said the Airport doesn't want to own Meneely's land and doesn't want to take it from him. He said all that's needed is an easement to take care of the trees in the Clear Zone.

Skaret noted Meneely can still use his land for anything else.

Handevitdt said the next step will be to talk to the landowners to see what their feelings are. He said if that goes smoothly, the Airport Commission may not have to involve the City Council. Handevitdt said if those talks don't go smoothly, the Airport Commission may have to involve the City Council regarding seeking an easement.

Hanson said there will be a conference call with the FAA on Tuesday, November 5th. He asked to have Ella provide information about his discussions with the adjacent landowners if Ella speaks to them before the November 5th conference call.

Skaret said the FAA would like an update regarding the landowner's thoughts if that information is available.

Short-Term Hangar Lease

Skaret said he had been approached about a short-term hangar lease. He said typically the hangar leases have been for one year. Skaret said someone asked about having a six-month lease.

Handevitd said he would not be opposed to a six-month lease if it automatically renews for another six months unless the person notifies the City.

Skaret asked about a month to month lease that automatically renews as long as there's hangar room.

Handevitd suggested having a month to month lease but the person has to provide the City a 30-day notice if they want to cancel the lease. He said he didn't have a problem with someone leasing on a monthly basis as long as the hanger is being used and the monthly lease is paid.

Hample noted the monthly rate would be higher than paying every six months to take advantage of a discount.

Repair Bill from Westmor regarding Risers and Sensors

Skaret said the City has received the bill from Westmor for repairs on the risers and sensors on the fuel tanks at the airport. He said the bill has not been paid. Skaret asked if Westmor has returned yet to repair items that still need to be addressed.

Sanders suggested not paying the bill. He said Westmor needs to rectify the issues that the City wanted rectified. Sanders said there's still water in the interstitial space between the tank and the fiberglass outside. He said there's also now moisture in the tank that wasn't there before.

Sanders said he told the technicians from Westmor about the issues and they were going to pass along that information to their managers. He said we never had any water in the underground tanks before and now we do. Sanders noted it's not much water, but the probes are sensing the water.

Stoner concurred in not paying the bill until Westmor comes and fixes the problem.

Skaret noted Westmor sent the City a bill for \$15,736. He said the City doesn't want to spend that and still have problems.

Skaret said he called Westmor and told them the City wasn't going to pay the bill until they came back and get the water out.

ADJOURNMENT

With no further business, GAY/STONER moved and it was unanimously carried to adjourn the meeting at 5:50 p.m.



David A. Maschoff, Recording Secretary