

AIRPORT COMMISSION MEETING
April 28, 2020

A regular meeting of the City of Jackson Airport Commission was held in the City Council Chambers of City Hall at 5:00 P.M. on April 28, 2020 with the following persons present: Airport Commission members Chairman Chris Handevidt via Zoom, Jeffrey Gay via teleconference, and in-person Vice-Chairman Richard Hample, Tom Stoner, Paul Clymer, Kerry Ella, City Administrator Matt Skaret, Recording Secretary Dave Maschoff and Engineer Eric Hanson of HDR via Zoom. (Airport Commission Member FBO Paul Sanders 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 JANUARY 28, 2020 AIRPORT COMMISSION MEETING

Chairman Handevidt called for a motion to approve the January 28, 2020 Airport Commission minutes as mailed.

HAMPLE/ELLA moved and it was unanimously carried to approve the January 28, 2020 Airport Commission minutes as mailed.

AIRPORT RUNWAY UPDATE

Engineer Eric Hanson of HDR explained there was conference call with the FAA a couple of weeks ago. Hanson referred to plans he showed via the Smart Screen in the City Council Chambers.

Hanson said the biggest thing that needed to change is that the FAA said that the Jackson Airport needs to be able to have the critical aircraft be perpendicular to the runway. He said what that made them do is widen the separation between the taxiway and runway from 240 feet to 265 feet. Hanson said that meant changing the overall taxiway and every connection point. He said that has been done.

Hanson said the next thing the FAA was asking about is tie-downs. He said currently there are five tie-downs. Hanson said four are located by the hangar and one is located by the fuel station unpainted. He noted there are another couple tie-downs that are not painted. Hanson pointed out the tie-downs that will have to be eliminated. He said the four tie-downs that will remain. Hanson said Sanders explained it would be nice to have four tie-downs for spray planes and pointed out where those could be located.

Hanson said those were the biggest changes since he last visited with the Airport Commission. He said the Alternative Analysis narrative has been completed and submitted to the FAA for review. Hanson said the Environmental Assessment purposes and needs have also been discussed as part of the planning process. He said once the Alternative Analysis is reviewed it will be included in one of the Environmental Assessment chapters. Hanson said he thinks things are pretty close in completing the planning for this process. He said it's a long process but it's getting close to completion at this point.

Responding to a question from Ella regarding the runway, Hanson said the width of the new runway will remain the same, but the difference is the distance between the center line of the runway and the center line of the taxiway that has been increased from 240 feet to 265 feet. He said the purpose of that is solely so the King Air's can taxi and then turn and have their nose perpendicular to the runway. Hanson said the width of the taxiway will remain at 35 feet. He said the alignment of the proposed new runway will remain the same and the proposed taxiway will be moved further to the west to achieve the increased distance between the taxiway and runway.

Hanson reported the other thing was getting approval from MnDOT (Minnesota Department of Transportation) so instead of having to purchase land for the clear zone area, it could be done as an easement. He said that would put the amount of land that would need to be purchased at 12 or 14 acres. Hanson said there would be stipulations that would have to be included in the easement. He said those stipulations would include that the Airport would have rights to go all the way to the ground to eliminate any obstructions or hazards and if the land ever comes up for sale, that the City would have the first opportunity to buy it. Hanson noted MnDOT will not participate in that cost, but it's been indicated the FAA may.

Ella asked if there was an agreement or easement yet with Fransen's or Meneely's.

Skaret said the environmental reviews have to be completed first. He said the City has talked to both the Fransen's and Meneely's.

Hanson said appraisals of the land can't be done until the environmental review is done.

Skaret noted after the environmental review is done, the Airport Commission will need to do another Request For Qualifications for engineering services for planning and design.

Hanson said that can be done once the FAA signs off on the draft environmental assessment.

On another issue, Skaret noted about the Federal CARES act in relation to Covid-19 and the possibility of the Jackson Airport receiving \$30,000 from the Federal Government. Since that was announced, Skaret said there seems to be some confusion on how that money will be distributed or if the funds will be shifted and spent in other areas by the State. He asked Hanson if he has heard anymore about the CARES funding.

Hanson said he hasn't heard any further information. He said it was unclear on how the money would be drawn down from the grant. Hanson said he would reach out to find out what other airports have been told.

Stoner asked if the Airport was pretty much on schedule as far as what needs to be completed.

Hanson said it was hopeful that the land acquisition grant could be completed with the 2020 Federal grant. He said that's not going to happen, but in the grand scheme of things it doesn't hurt anything. Hanson said the land acquisition and the design of the new runway could be through the 2021 Federal grant and then still do a two-phase construction project with grading in 2022 and blading and paving in 2023. He said ideally the parallel taxiway would also be done in 2023 as well. Hanson said although there are some changes, the schedule is still the same. He said holding off on the land acquisition doesn't hurt the schedule. Hanson noted construction still has the same schedule.

Ella asked if the old runway will hold together that long.

Hanson said there may need to be another crack fill on the runway. He said the crack fill might have to be done next year. Hanson said they may need to take a look at the runway and see how the conditions are.

Stoner asked if anyone had talked to Sanders about the repairs to the airport's fuel tank.

Skaret said he talked with Sanders last week and received a call from Westmor. Skaret said Westmor was at the airport recently and indicated everything was fixed. He said he asked Sanders if everything was fixed to the City's satisfaction as it was supposed to. Skaret said Sanders reported no, not really.

Skaret said the bill to Westmor has not been paid. He said he asked Sanders to contact and talk directly with the manager at Westmor to explain what needs to be done. Skaret said apparently there's a gap in the communications somewhere between the Westmor employees that are coming to make the repairs and what's being reported to their manager.

Airport Commission members thanked Hanson for the update.

ADJOURNMENT

With no further business, STONER/ELLA moved and it was unanimously carried to adjourn the Airport Commission meeting at 5:28 p.m.



David A. Maschoff, Recording Secretary