

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, September 10, 2018 at 10:00 a.m.

Stillwater County West Annex Planning Department
431 Quarry Rd

MEMBERS PRESENT: Alan Drain (Vice-Chairman), Dennis Holten, Mary Kuehn, and Rich Cowger

MEMBERS NOT PRESENT: Mark O'Bryant (Chairman)

OTHERS: Mark Crago, Stillwater County Commissioner and Hardin Graham

GUESTS: Travis Eickman and Katie Berry Morrison-Maierle

STAFF: April Limburg

I. CALL TO ORDER. Alan called the meeting to order at 10:00 am.

A. Public Comments. No public comments at this time.

B. Disclosures of Conflicts of Interest and Ex Parte Communications. No conflicts of interest or ex parte communications at this time.

II. MINUTES APPROVAL. Mary made the motion to approve the August 13, 2018 meeting minutes. Dennis seconded; with all in favor motion carried.

II. NEW BUSINESS:

A. Annual Capital Improvement Plan Discussion. Travis discussed with the Board the CIP (Capital Improvement Plan) was due back to the FAA by November 1, 2018. The Board discussed the plan as it is scheduled in the master plan. The Board discussed acquirement of land for future expansion.

IV. OLD BUSINESS:

A. Airfield Pavement and Electrical Rehabilitation Design & Construction. Travis Eickman of Morrison Maierle updated the Board on the airfield pavement and electrical rehabilitation. Travis discussed what the next steps were in the project as well as a timeframe. Travis also discussed the process in which the airport will be finished. Travis is hoping to have the last few items completed and a walk through with the FAA in the middle of October. The board also discussed their concerns with how the tapers were designed. Travis also submitted a reimbursement request for the amount of \$52,402.79 for work completed at this time as well as an invoice from Knife River in the amount of \$377,112.09. Dennis made a recommendation to the City Council and the Stillwater County Commissioners to approve the reimbursement request. Mary seconded; motion carried.

V. MANAGER'S REPORT: Hardin reported he had been working with Travis and Katie with the pavement and rehabilitation project at the Airport.

VI. FINANCE REPORT: The Board looked over the finance report.

VII. ITEMS FOR NEXT'S MONTH AGENDA: Hangar leases increase

VIII. ADJOURN MEETING: Rich made the motion to adjourn the meeting. Mary seconded; with all in favor, motion carried. Meeting was adjourned at 10:50 a.m.

The next meeting will be on Monday, October 15, 2018 at 10:00 a.m. in the Stillwater County West Annex, located at 431 Quarry Rd.

April Limburg
Administrative Support