



**AIRPORT ADVISORY BOARD
MEETING MINUTES**

May 17, 2023

7:00 a.m.

Airport Meeting Room

1. CALL TO ORDER

The meeting was called to order by T. Waarvik at 7:00 a.m.

Members present: T. Waarvik, P. Johnson, B. Smith, B. Paczosa & M. Brown

Members absent: C. Hooper, S. Bruch

Airport Staff present: J. Serres

Staff present: T. Block, D. Radtke

2. APPROVAL OF MINUTES

Minutes of April 19, 2023, were submitted for approval. A motion was made by M. Brown, seconded by P. Johnson for approval. Motion carried.

3. AIRPORT MANAGER UPDATE

J. Serres reported Quality Aviation has been busy mowing.

4. OTHER

- a. Airfield Lighting Upgrade Project: T. Block mentioned the FAA emailed that PAPI was commissioned on 4/14. Flight check was supposed to be the night of 4/18. Waiting to hear a response on outcome. One change order for a part replacement to eliminate burning out the regulator recommended by the engineer and consultant. Consultant is working with the FAA to see if they will fund.
- b. T. Block mentioned he is working with legal on the assessment process on resolution for past due rent from Cross Country Soaring.
- c. North Memorial inquired about placing a pad south of their parking lot to accommodate their new helicopter. Lease will need to be amended to add the land. North Memorial commented to T. Block they really enjoy being in Faribault.
- d. FAA reached out to T. Block about the AWOS (Automated Weather Observing System) and how it does not comply with the FAA criteria. Looking to push the location north west of the current location. Will need to amend for approval to potentially have preliminaries started this year. Full project completion in 2024.

A handwritten signature in blue ink that reads "Dore Radtke". The signature is written in a cursive style with a horizontal line underneath.

- e. M. Brown questioned our waiting list and the possibility of adding additional hangers. M. Brown requested we revisit the capital plan at our next meeting to make a master plan going forward.
- f. T. Block requested a 5% increase for hanger and land rent. Committee will be calling local airports to price shop.
- g. M. Brown recommended we eliminate the N # when purchasing fuel. J. Serres is going to look into options to do so or ways to make it more user friendly.

5. NEXT AIRPORT BOARD MEETING: June 21, 2023

6. ADJOURN: T. Waarvik adjourned the meeting at 7:40 a.m.