

MOORHEAD AIRPORT COMMITTEE

Meeting Minutes
Wednesday, January 28, 2009
Moorhead City Hall, First Floor Boardroom

Members Present: Randy Harms, Dale Niemi and Konrad Olson

Members Absent: None

Staff Present: Scott Hutchins, Director of Community Services
Peter Doll, Business and Development Services Manager
Kristie Leshovsky, Community Services Planner
Dawn Fuxa, Office Specialist

Others Present: Jerry Iverson, Moorhead Aviation
Erik Carlson, Moorhead Aviation
Richard King, Ulteig Engineers

1. Call to Order:

Chair Harms called the meeting to order at 4:07.

2. Agenda Amendments:

There were no agenda amendments.

3. Meeting Minutes:

Action Taken: Niemi moved, seconded by Olson to approve the minutes of October 6, 2008. Motion carried by unanimous voice vote.

4. Citizens to be Heard:

There were no citizens to be heard.

5. Update: Pavement Rehabilitation:

Leshovsky reported to the committee that three companies submitted bids for the pavement rehabilitation project. Zimmerman Contracting was the lowest bid at \$43,323.00. The City Council awarded Zimmerman the contract.

Leshovsky updated the committee regarding federal entitlement funding. Entitlement funding allocated in 2006, approximately \$13,000, depending on the acceptance of 2009 projects, would be lost to the Moorhead Airport in 2009 if it went unspent.

King informed the committee that if the 2006 entitlement funding is not needed for any projects this year, it can be loaned to another airport authority and paid back at a later date. The committee discussed the options.

Chair Harms was called away and left the meeting.

Action Taken: Olson, moved, seconded by Niemi to use the committee's best efforts to find another airport authority to loan the federal entitlement funds to. Motion carried by unanimous voice vote.

6. Discuss Airport Business Plan Goals:

Leshovsky reported that airport goals have been drafted and will be incorporated into the business plan which is in the process of being drafted. King explained that the goals are meant to be broad and can be broken down into more specific tasks.

Olson commented that he would like to accept all six goals and focus on a few. Niemi's primary concerns are 1 (decrease operating expenses), 2 (increase based aircraft) and 6 (improve community awareness and perception). Carlson noted that numbers 2 and 6 were both important to him.

Action Taken: Olson moved, seconded by Niemi to keep all six goals but prioritize goals 1, 2 and 6. Motion carried by unanimous voice vote.

7. Discuss T-Hangar Inspections

Leshovsky reported that the committee may want to consider an annual walk through of t-hangars to ensure lessees are meeting the lease agreement. Discussion followed regarding what is allowable at the Moorhead Airport.

8. Moorhead Aviation Reports and Fuel Report

Iverson reported to the committee that he is the airport manager. Right now his time is spent moving snow, checking runway lights, managing the FBO and fueling.

Carlson informed the committee that he is part owner/operator in both Moorhead Aviation and Detroit Lakes Aviation and does aircraft maintenance and helps keep the airports running smoothly. He informed the committee that they have a new mechanic.

Other Business: Hutchins asked the committee to think about what qualifications would be helpful in potential committee members and to pass along any suggestions for members to Leshovsky who would then inform Mayor Voxland.

9. Adjournment:

Action Taken: Olson moved, seconded by Niemi, to adjourn. Meeting adjourned at 5:00pm.