

MOORHEAD AIRPORT COMMITTEE

Meeting Minutes Wednesday, July 22, 2009 Moorhead City Hall, First Floor Boardroom

Members Present: Rob Bye, Randy Harms, Greg Lemke, 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
Jeff Klein, Ulteig Engineers

1. Call to Order:

Chair Harms called the meeting to order at 4:03.

2. Agenda Amendments:

There were no agenda amendments.

3. Meeting Minutes:

Action Taken: Niemi moved, seconded by Olson to approve the minutes of January 28, 2009. 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 the preconstruction meeting will be Friday at 9:00am at the airport. FAA entitlement grant money is being used for the pavement rehabilitation project. Pavement rehabilitation is expected to take 4 or 5 days. Debris on apron area should be swept after pavement rehabilitation. The runway will be closed for a couple days.

6. Discuss Airport Business Plan

Leshovsky provided an overview of the Airport Business Plan which outlined current airport conditions, airport finances and future goals of the airport.

Leshovsky noted that the airport currently has 36 based aircraft and there seems to be a steady demand for t-hangar space. She noted that airport revenues are sound when compared to other airports and that operations/maintenance costs have decreased by about \$30,000 over the past three years. She noted that insurance coverage should be examined to determine if lower rates exist for the coverage needed at the airport. Leshovsky stated that the t-hangars consume a large amount of electricity, especially during the winter months. Leshovsky noted that the City currently pays \$22,800.00 per year for a t-hangar lease and is researching whether it is possible to utilize FAA grant funds to buy out the lease agreement. If the lease is bought out in 2010 the City would save nearly \$94,000.00 over the next five years and will have reduced the transfer from the General Fund by over 64% in less than five years.

The committee discussed electrical usage and options for sharing the cost as well as runway lights and systems that allow pilots to click the lights on only when needed. The committee asked that city staff notify hangar tenants of the utility bill costs and ask for their help in lowering their usage.

Action Taken: Niemi moved, second by Olson, to submit a request to the FAA to utilize FAA grant funds to purchase the private lease and request City Capital Improvement Funds as a backup source of funding. Motion carried by unanimous voice vote.

Action Taken: Lemke moved, seconded by Niemi, to accept the Airport Business Plan. Motion carried by unanimous voice vote.

7. Moorhead Aviation Reports and Fuel Report

Iverson stated that the Moorhead Aviation reports were included in the Committee packets. The Committee discussed the fuel system, specifically the rate at which fuel is pumped. The committee discussed researching an upgrade to the fuel pump system.

Carlson noted that insulation measures are needed in the FBO hangar because of energy inefficiency issues with the building. Carlson indicated that they would be willing to provide a list of needed materials and install the insulation.

8. Adjournment:

Action Taken: Olson moved, seconded by Lemke, to adjourn. Meeting adjourned at 5:10pm.

The Committee set the next meeting at the Airport and requested a tour.