

BRAINERD LAKES REGIONAL AIRPORT COMMISSION  
OCTOBER 5, 2017 MEETING MINUTES

Pursuant to due call and notice thereof, the regular meeting of the Brainerd Lakes Regional Airport Commission was called to order at 9:29 a.m., in the Airport Conference Room, by Chair Jacobson.

Commissioner Nystrom announced that she would be leaving the Commission and County Board Commissioner Paul Thiede would be her replacement. Commissioner Nystrom was thanked for her years of service on the Commission. Commissioner Thiede was welcomed.

Upon roll call, the following Commission members were noted present: Marty Johnson, Vice Chair; Trudi Amundson; Kevin Stunek; Jeff Czczok; Paul Thiede; and Don Jacobson, Chair. Also present: Evan Barrett, Taylor Peterson and Rob Sims, Mead & Hunt staff; Steve Wright, Airport Director; and Raini Mohler, Airport Secretary.

Commission members noted absent: None.

**REVIEW AND APPROVAL OF AGENDA – Approved.**

Commissioner Czczok commented that under “New Business” he would bring up designated slots for aircraft.

MOVED AND SECONDED BY CZECZOK AND AMUNDSON, DULY CARRIED, THAT THE AGENDA BE APPROVED AS AMENDED.

**CONSENT CALENDAR – Approved.**

A. Approval of Minutes of the Regular Meeting of September 7, 2017, with Financial Report of August 2017, as Distributed.

MOVED AND SECONDED BY JOHNSON AND STUNEK, DULY CARRIED, THAT THE CONSENT CALENDAR BE APPROVED.

**APPROVAL TO PAY BILLS – Approved.**

MOVED AND SECONDED BY CZECZOK AND JOHNSON THAT THE COMMISSION APPROVE PAYMENT OF THE BILLS EMAILED TO THE COMMISSION PRIOR TO THE MEETING.

Upon roll call, all members voted “aye.”

**PUBLIC FORUM – Introductions.**

**DOWN PAYMENT FOR JULY 2018 AMERICAN BARNSTORMERS TOUR – Approved.**

Mike Petersen, who spearheaded the 2012 American Barnstormers event at the Airport, appeared before the Commission dressed as a vintage Barnstormer. He presented a short video of the 2012 event and spoke about the event scheduled for July 15-17 at the Airport in conjunction with an Airport Open House. Mr. Petersen believed the event was a golden opportunity to market the Airport and encouraged the Commission to financially support the tour returning to Brainerd. He requested that the Commission pay the \$4,000 Barnstormer appearance fee, plus commit to the manpower hours and use of Airport equipment as needed.

MOVED AND SECONDED BY JOHNSON AND AMUNDSON THAT THE COMMISSION COMMIT THE MANPOWER HOURS AND EQUIPMENT REQUIRED FOR THE 2018 AMERICAN BARNSTORMERS EVENT AT THE AIRPORT, PAY THE \$4,000 APPEARANCE FEE WITH \$2,000 AS A DOWN PAYMENT TO SECURE THE TOUR, SUBJECT TO RECEIPT OF ALL APPLICABLE HOLD HARMLESS AGREEMENTS.

Upon roll call, all members voted "aye."

## **REPORTS**

### **Airport Director**

#### **1. Military Charters – Discussion.**

Commissioner Czeczok questioned the ARFF coverage for military charters. The Director explained that the Airport normally provided Index A coverage based on our scheduled service, but due to aircraft size the charter required Index B coverage which meant an additional ARFF trained staff member be present during landing/takeoff.

#### **2. Super Bowl 52 – Discussion.**

Commissioner Czeczok asked about the meeting regarding Super Bowl flights. The Director explained that the meeting in St. Cloud was to discuss MAC's plans to accommodate the increased air traffic associated with the Super Bowl. Should inclement weather impact air travel into the Cities, flights could be sent to Brainerd or other second tier airports. It was entirely possible no flights would be sent to Brainerd because MAC felt a lot of traffic could be handled in the metro area.

#### **3. RFP's – Discussion.**

The Director noted that the RFP's for FBO services was still underway and questions received were being addressed.

### **Consulting Engineer**

**1. Master Plan Update/ALP Project Update – Discussion.**

Mr. Barrett said the Master Plan Update/ALP Project would be completed by the end of year. He explained that the Master Plan update concentrated on landside development since the Airport's airside was adequate for future needs. The updated Airport Layout Plan (ALP) would reflect the potential landside improvements and be on file with the FAA and MnDOT as a requirement for receiving grant funds.

**2. Taxilane Pavement Rehabilitation Project Update – Discussion.**

Mr. Peterson reported that paving would begin next Wednesday. The contract runs until Friday and the contractor said they'd be done by that time.

**3. Sewer/Water Project Update – Discussion.**

Last week the final touches of the sewer/water project were completed and the system was fully operational on the Airport proper and insurance rates would decrease with a working fire sprinkler system.

**4. Fuel Farm/GA Site Prep Project Update – Discussion.**

The new concrete pad was installed and the new fuel tank was due in mid-December.

**OLD BUSINESS – None.**

**NEW BUSINESS**

**1. Designated Slots Associated with the Super Bowl – Discussion.**

MOVED BY CZECZOK THAT REGARDING THE FLIGHTS THAT ARE BEING DESIGNATED TO FLY IN HERE THAT ARE ASSOCIATED WITH FANS ATTENDING THE NATIONAL FOOTBALL LEAGUE SUPER BOWL, HE WOULD LIKE TO PROTEST THE FLIGHTS BEING HERE UNTIL THE NATIONAL FOOTBALL LEAGUE HOLDS THEIR PLAYERS ACCOUNTABLE, UNDER THEIR OWN RULES THAT THEY REFUSE TO ENFORCE, WHEREBY THEY TELL THE PLAYERS TO STAND AT ATTENTION WITH THEIR HELMETS IN THEIR LEFT HAND WHILE THE NATIONAL ANTHEM IS BEING PLAYED.

The Chair declared the motion dead for lack of a second.

Several Commissioners echoed Commissioner Czczok's sentiment, but felt it was either the wrong venue or not the way to go about it.

## **2. Underwing Camping – Discussion.**

Commissioner Czczok wondered how the underwing camping went this summer. The Director noted that there hadn't been many campers other than a group that had a "practice" underwing camping experience so they could go to Montana and camp. The Airport's camping area was basically just a grassy area with no trees or improvements and in plain view, but at least it was available. Commissioner Czczok commented that perhaps it would be utilized during the Barnstormers event.

### **NEXT MEETING**

All commissioners present indicated that they would be able to attend the next regular meeting.

### **ADJOURNMENT**

MOVED AND SECONDED BY CZECZOK AND AMUNDSON, DULY CARRIED, THAT THE COMMISSION ADJOURN AT 10:37 A.M. TO THE MNDOT OFFICE OF AERONAUTICS NEEDS MEETING, AT 1:00 P.M., IN THE AIRPORT CONFERENCE ROOM, AND THE MASTER PLAN UPDATE PUBLIC OPEN HOUSE, AT 5:00 P.M., IN THE PASSENGER TERMINAL.

Respectfully submitted,

Steven A. Wright, A.A.E.  
Airport Director

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