

BRAINERD LAKES REGIONAL AIRPORT COMMISSION  
OCTOBER 20, 2016 MEETING MINUTES

Pursuant to due call and notice thereof, the regular meeting of the Brainerd Lakes Regional Airport Commission was called to order at 9:30 a.m., in the Airport Conference Room, by Chair Larson.

Upon roll call, the following Commission members were noted present: Don Jacobson, Vice Chair; Marty Johnson; Trudi Amundson; Rachel Reabe Nystrom; Andy Larson, Chair; and Gary Scheeler. Also present: Steve Wright, Airport Director; Paul Strege, Consulting Engineer; and Raini Mohler, Airport Secretary.

Commission members noted absent: None.

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

MOVED AND SECONDED BY JACOBSON AND NYSTROM, DULY CARRIED, THAT THE AGENDA BE APPROVED.

**CONSENT CALENDAR – Approved.**

Approval of Minutes of the Regular Meeting of September 15, 2016, with Financial Report of August 2016, as Distributed.

MOVED AND SECONDED BY JACOBSON AND AMUNDSON, DULY CARRIED, THAT THE CONSENT CALENDAR BE APPROVED.

**APPROVAL TO PAY BILLS – Approved.**

MOVED AND SECONDED BY JOHNSON AND AMUNDSON THAT THE COMMISSION APPROVE PAYMENT OF THE BILLS THAT WERE LISTED IN THE REPORT IN THE PACKETS AND THE BILLS WHICH ARRIVED LATER AND WERE E-MAILED TO THE COMMISSIONERS PRIOR TO THE MEETING.

Upon roll call, all members voted “aye.”

**PUBLIC FORUM**

**1. Introductions.**

**REPORTS**

**Airport Director**

**1. Enplanements Up for September – Discussion.**

After experiencing a decrease in enplanements for August, September enplanements recovered nicely.

**2. New ARFF/Operations Employee – Introduced John Ebertowski.**

**3. Miscellaneous Items – Discussion.**

The Director completed ARFF training in Wisconsin and would be able to back up ARFF/Operations staff.

The Director was currently working on an additional destination for the casino junkets.

It was noted that on-time stats were available from SkyWest.

**Consulting Engineer**

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

The recent public meeting on the Master Plan update generated some healthy input which Mead & Hunt would incorporate into the plan.

**2. Sewer/Water Extension – Discussion.**

The sewer/water extension project was on schedule and on budget.

**3. Pavement Rehabilitation Design – Status.**

Mead & Hunt began work on the hangar taxiway pavement rehabilitation project.

**OLD BUSINESS**

**1. General Aviation Redevelopment – Status of.**

Issues impacting overall general aviation redevelopment such as the antenna relocation would now be addressed under the heading “General Aviation Redevelopment.” The Director explained that it might make more sense financially to leave the antennas in their current location and remove the current fuel tanks to allow for expansion of the

general aviation building. The tanks were due for removal and it was possible the Airport could get a State grant to help cover costs.

**NEW BUSINESS** – None.

**NEXT MEETING**

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

**ADJOURNMENT**

MOVED AND SECONDED BY SCHEELER AND JOHNSON, DULY CARRIED, THAT THE COMMISSION MEETING ADJOURN AT 9:56 A.M.

Respectfully submitted,

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

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