

BRAINERD LAKES REGIONAL AIRPORT  
DECEMBER 01, 2022 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 Czeczok.

Upon roll call, the following Commission members were noted present: Dave Albers, Vice Chair, Kevin Stunek, Kevin Yeager and Jeff Czeczok, Chair. Members noted present according to Minn Statute 13D.021 via video call: Paul Koering. Also present: Steven Wright, Airport Director, Jessica Lueck, Executive Assistant, Kassy Loftus, Deputy Director; also noted present via video call: Michelle Baird, Consulting Engineer Program Manager.

**APPROVAL OF AGENDA – Approved.**

MOVED AND SECONDED BY YEAGER AND STUNEK, DULY CARRIED THAT THE AGENDA BE APPROVED.

Upon roll call, all members present voted “aye”.

**CONSENT CALENDAR – Approved.**

Approval of Minutes for the regular meeting of November 3, 2022, with Financial Report of October 2022, as distributed.

MOVED AND SECONDED BY ALBERS AND STUNEK, DULY CARRIED, THAT THE CONSENT CALENDAR AND ACCOMPANYING FINANCIAL REPORT BE APPROVED.

Upon roll call, all members present voted “aye”.

**APPROVAL TO PAY BILLS – Approved.**

MOVED AND SECONDED BY STUNEK AND YEAGER, DULY CARRIED, THAT THE PAYMENT OF ALL BILLS DISTRIBUTED TO THE COMMISSIONERS AT THE MEETING AND VIA EMAIL BE APPROVED.

Upon roll call, all members present voted “aye” to approve to pay the bills emailed to Commissioners prior to the meeting.

**PUBLIC FORUM**

**Introductions and Items Not on Agenda**

**REPORTS**

**A. Airport Staff & Marketing/Creative Services**

The Airport Director presented a written and verbal report to the Commission. Decreased

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enplanements in October, but GA has record high sales for aviation fuel. Discussion in regard to passengers having the desire to fly out of BRD, but the current schedule creates conflict for many. Stratclight plans advertising strategically until the airlines make improvements, and BRD continues to actively seek additional air travel.

**B. Consulting Engineer**

The Consulting Engineer informed the Commission and others present that the construction of the ARFF/SRE building is on schedule, on budget and on time for June 30, 2023.

Draft bid projects are in the works for the re-pavement of the airport entryway and the hangar development. Planning on two 65' x 62' hangars.

**OLD BUSINESS:**

No old business

**NEW BUSINESS:**

No new business

**NEXT MEETING:**

All Commissioners present indicated that they would be able to attend the next meeting on January 5, 2023

**ADJOURNMENT**

MOVED AND SECONDED BY YEAGER AND ALBERS, DULY CARRIED, THAT THE COMMISSION PUBLIC MEETING ADJOURN AT 10:19 AM.

Upon roll call, all members present voted "aye" to adjourn.

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

