

# **MARSHALL AIRPORT COMMISSION**

**TUESDAY – SEPTEMBER 6, 2022  
4:30 P.M.**

**ON MAIN, CITY HALL  
344 WEST MAIN STREET**

1. Call to Order
2. Consider approval of the minutes of the August 2, 2022 meeting of the Airport Commission.

## **ACTION ITEMS**

3. Capital Improvement Plan (CIP - 2022-2031)

## **INFORMATIONAL ITEMS**

4. FAA CIP Meeting  
09/14/2022 - 8:30a-10a - A/D Building Conference Room
5. Taxiway Sealcoat/Crack Fill - SFY 2022 Grant Request
6. Apron Reconstruction - SFY 2022 Grant Request
7. Zoning Ordinance/Joint Airport Zoning Board
8. Helena Chemical Update
9. Diesel Fuel Tank Update
10. Airport Tenant Comments
  - Midwest Aviation
  - Schwan's
  - Others
11. Other Business
12. Adjourn

**NOTE:** Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact the Administration Office (537-6760) in advance of the meeting to make any necessary arrangements.

- UNAPPROVED -

**MINUTES OF THE MARSHALL AIRPORT COMMISSION  
AUGUST 2, 2022**

**MEMBERS PRESENT:** Andrew Kindschi, Lee Sorum, Brent Snodgrass, Ron Halgerson

**CITY STAFF PRESENT:** Jason Anderson, Dean Coudron

**OTHERS PRESENT:** Craig Schafer-City Council

**Call To Order**

Meeting called to order at 4:32pm by Andrew Kindschi.

**Consider Approval of June 7, 2022 Minutes**

With a motion by Lee Sorum and a second by Brent Snodgrass, the June 7, 2022 minutes were unanimously approved.

**Consider Amendment of Regular Monthly Meeting Date of Airport Commission**

With a motion by Ron Halgerson and a second by Brent Snodgrass, the regularly scheduled meeting date was designated as the first Tuesday of the month.

**Taxiway Sealcoat/Crack Fill-SFY 2022 Grant Request**

The MnDOT Aeronautics grant was accepted by the City Council and the taxiway work is underway by City staff.

**Apron Reconstruction-SFY 2022 Grant Request**

A grant application was submitted to MnDot Aeronautics for replacement of paving in front of the airport maintenance building and Midwest Aviation Hangar #2.

**Zoning Ordinance Update**

Lyon County, 10 Townships and the cities of Ghent and Minneota were notified in writing of the City's intent to proceed with the process of the Zoning Ordinance update. Refer to the June 7, 2022 minutes for the makeup of the related Joint Airport Zoning Board.

**Helena Chemical**

Helena has contacted the City regarding their intent for on-site demolition, with the City's participation. Helena will be responsible for managing the demolition of the Quonset building, with the City being asked to pay for 50% of the costs, not to exceed \$64,400 at the time of closing on the sale of the property.

**Airport Tenant Comments**

Midwest Aviation: No Comments

Schwan Foods: Brad Snell conveyed favorable compliments on the City's performance on crack sealing work. For future replacement of runways, Schwan Foods suggests consideration for grooved paving surfaces.

**Other Business/Information**

Dean Coudron advised that the 1,000-gallon underground diesel fuel tank has failed inspection. The City is obtaining proposals for potential repair and replacement.

**Adjourn**

With a motion by Brent Snodgrass and a second by Lee Sorum, the meeting was adjourned at 5:25 pm.

**\*\* A future meeting date was not designated.**

Submitted by: Ron Halgerson

City of Marshall, Minnesota  
10-Year Capital Plan by Department

2022 thru 2031

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
<b>Airport (43400)</b>												
Acquisition of Property -Gas Facility	Airport 10				150,000							150,000
<i>Federal Funds</i>					135,000							135,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>					7,500							7,500
<i>State Funds</i>					7,500							7,500
Exhibit A Property Map Update (FAA required)	Airport 13		30,000									30,000
<i>Federal Funds</i>			27,000									27,000
<i>General Fund Budget</i>			3,000									3,000
Update Wildlife Management Plan	Airport 14		20,000									20,000
<i>Federal Funds</i>			18,000									18,000
<i>General Fund Budget</i>			2,000									2,000
New Corporate Hangar - Design/Site/Foundation	Airport 15			500,000								500,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>				150,000								150,000
<i>State Funds</i>				350,000								350,000
New Corporate Hangar -Bldg.Construct (Hangar Loan)	Airport 16				1,000,000							1,000,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>					300,000							300,000
<i>State Funds</i>					700,000							700,000
Perimeter Fencing - Phase 1	Airport 18							150,000				150,000
<i>Federal Funds</i>								135,000				135,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>								7,500				7,500
<i>State Funds</i>								7,500				7,500
T-Hangar Building - East Airpark	Airport 19							500,000				500,000
<i>State Funds</i>								500,000				500,000
Tractor with Loader (mowing)	Airport 25		180,000									180,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>			54,000									54,000
<i>State Funds</i>			126,000									126,000
Hangar 1622 Re-tin	Airport 30		80,000									80,000
<i>Capital Equip. Fund Levy</i>			80,000									80,000
Heater Replacement Shop 1622	Airport 31		8,000									8,000
<i>Capital Equip. Fund Levy</i>			8,000									8,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Extend Runway 2/20 & Taxiway - Env/Planning	Airport 32		150,000									150,000
<i>Federal Funds</i>			135,000									135,000
<i>General Fund Budget</i>			15,000									15,000
Extend Runway & Taxiway 2/20 -Land Acquisition	Airport 33				500,000							500,000
<i>Federal Funds</i>					450,000							450,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>					25,000							25,000
<i>State Funds</i>					25,000							25,000
Extend Runway & Taxiway 2/20 - Engineering Design	Airport 34				267,000							267,000
<i>Federal Funds</i>					240,300							240,300
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>					13,350							13,350
<i>State Funds</i>					13,350							13,350
Extend Runway & Taxiway 2/20 - Construction	Airport 35					3,000,000						3,000,000
<i>Federal Funds</i>						2,700,000						2,700,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>						150,000						150,000
<i>State Funds</i>						150,000						150,000
Maintenance Equip/SRE Bldg -Phase 2 Final Design	Airport 38	297,000										297,000
<i>Federal Funds</i>		135,729										135,729
<i>General Fund Budget</i>		51,381										51,381
<i>State Funds</i>		109,890										109,890
Parking Lot Paving -East Airpark	Airport 39					225,000						225,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>						67,500						67,500
<i>State Funds</i>						157,500						157,500
Relocate AWOS-3	Airport 43									75,000		75,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>										22,500		22,500
<i>State Funds</i>										52,500		52,500
Runway Liquid Deicer System	Airport 45	12,000										12,000
<i>Capital Equip. Fund Levy</i>		12,000										12,000
Airpark East Directional & Address Signage	Airport 47					50,000						50,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>						15,000						15,000
<i>State Funds</i>						35,000						35,000
Self-Propelled Runway Snowblower (Replace 1983)	Airport 51					850,000						850,000
<i>Federal Funds</i>						765,000						765,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>						85,000						85,000
T-Hangar Site Prep and Taxilane -East Airpark	Airport 52							250,000				250,000
<i>Federal Funds</i>								45,000				45,000
<i>Levy Impact-Waiting St/Fed Funding - Airport</i>								42,500				42,500
<i>State Funds</i>								162,500				162,500
Skidloader (SRE)	Airport 54			50,000								50,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Levy Impact-Waiting St/Fed Funding - Airport				15,000								15,000
State Funds				35,000								35,000
Maintenance Equip/SRE Bldg -Phase 3	Airport 55		450,000									450,000
Site Prep												
Federal Funds			405,000									405,000
General Fund Budget			45,000									45,000
Maintenance Equip/SRE Bldg -Phase 3	Airport 56		2,050,000									2,050,000
Construction												
Federal Funds			730,620									730,620
Levy Impact-Waiting St/Fed Funding - Airport			412,050									412,050
State Funds			907,330									907,330
Snowblower Attachment for Loader	Airport 58			250,000								250,000
Levy Impact-Waiting St/Fed Funding - Airport				75,000								75,000
State Funds				175,000								175,000
Re-mark Runways-Magnetic	Airport 59				150,000							150,000
Declination Change												
Federal Funds					135,000							135,000
Levy Impact-Waiting St/Fed Funding - Airport					7,500							7,500
State Funds					7,500							7,500
Obtain FAA Category 2 or 4 Part 139,	Airport 62								60,000			60,000
Comm Cert.												
General Fund Budget									60,000			60,000
Dual Use Fire/ARFF Facility -Design	Airport 63							570,000				570,000
and Site Prep												
Federal Funds								114,000				114,000
Levy Impact-Waiting St/Fed Funding - Airport								285,000				285,000
State Funds								171,000				171,000
Dual Use Fire/ARFF Facility -	Airport 64								2,000,000			2,000,000
Construction												
Federal Funds									400,000			400,000
Levy Impact-Waiting St/Fed Funding - Airport									1,000,000			1,000,000
State Funds									600,000			600,000
Rehabilitate Runway 12/30 -Mill &	Airport 65				2,000,000							2,000,000
Overlay												
Federal Funds					1,800,000							1,800,000
Levy Impact-Waiting St/Fed Funding - Airport					100,000							100,000
State Funds					100,000							100,000
Rehabilitate/Strengthen Runway 2/20	Airport 66					500,000						500,000
Federal Funds						450,000						450,000
Levy Impact-Waiting St/Fed Funding - Airport						25,000						25,000
State Funds						25,000						25,000
Midwest Shop Doors	Airport 68	6,500										6,500
Capital Equip. Fund Levy		6,500										6,500
Fuel Farm Replacement	Airport 70			800,000								800,000
Levy Impact-Waiting St/Fed Funding - Airport				240,000								240,000
State Funds				560,000								560,000

Department	Project #	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Taxilane & Apron Pavement Rehabilitation	Airport 71					800,000						800,000
	Levy Impact-Waiting St/Fed Funding - Airport					240,000						240,000
	State Funds					560,000						560,000
Rehabilitate Taxiway A - Mill & Overlay	Airport 72						1,200,000					1,200,000
	Federal Funds						1,080,000					1,080,000
	Levy Impact-Waiting St/Fed Funding - Airport						60,000					60,000
	State Funds						60,000					60,000
Rehabilitate Taxiway B - Mill & Overlay	Airport 73							600,000				600,000
	Federal Funds							540,000				540,000
	Levy Impact-Waiting St/Fed Funding - Airport							30,000				30,000
	State Funds							30,000				30,000
Perimeter Fencing - Phase 2	Airport 74										150,000	150,000
	Federal Funds										135,000	135,000
	Levy Impact-Waiting St/Fed Funding - Airport										7,500	7,500
	State Funds										7,500	7,500
Acquisition of Property -Helena Chemical	AP-002		575,000									575,000
	Bonding - Levy Impact			468,250								468,250
	State Funds			106,750								106,750
Maintenance Equip/SRE Bldg -Phase 1 Pre-design	AP-003	30,000										30,000
	General Fund Budget		30,000									30,000
Airport Zoning Ordinance Update	AP-004	50,000										50,000
	General Fund Budget		15,000									15,000
	State Funds		35,000									35,000
Apron Reconstruction(Partial) WPA Hangar Area	AP-006	160,000										160,000
	Bonding - Levy Impact		48,000									48,000
	State Funds		112,000									112,000
Apron and Taxiway Crack Fill w/Sealcoat	AP-007	75,000										75,000
	Bonding - Levy Impact		22,500									22,500
	State Funds		52,500									52,500
Bituminous Crack Fill & Seal - Runway/Taxiway	AP-007-2024			50,000								50,000
	Levy Impact-Waiting St/Fed Funding - Airport			15,000								15,000
	State Funds			35,000								35,000
Airport (43400) Total		630,500	3,543,000	1,650,000	4,067,000	5,425,000	1,200,000	2,070,000	2,060,000	75,000	150,000	20,870,500
GRAND TOTAL		630,500	3,543,000	1,650,000	4,067,000	5,425,000	1,200,000	2,070,000	2,060,000	75,000	150,000	20,870,500