

MARSHALL AIRPORT COMMISSION

TUESDAY – APRIL 5, 2022
4:30 P.M.

ON MAIN, CITY HALL
344 WEST MAIN STREET

***** PLEASE NOTE LOCATION CHANGE *****

1. Call to Order
2. Consider Approval of the Minutes of the March 1, 2022 Meeting of the Marshall Airport Commission
3. CIP Update / FAA BIL (Bipartisan Infrastructure Law) Funding
4. Zoning Ordinance (no update)
5. Helena Chemical (no update)
6. Airport Tenant Comments
 - Midwest Aviation
 - Schwan's
 - Others
7. Other Business / Informational
 - MN Airports Conference – April 6-8, 2022 – Mayo Civic Center, Rochester, MN
8. 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

March 1, 2022

Members Present: Larry Doom, Tom Larson, Andrew Kindschi, Ron Halgerson

Member Absent: Lee Sorum

City Staff Present: Jason Anderson, Dean Coudron, Andy Meulebroeck

City Council Member Present: Craig Schafer

Others Present: John Peterson, TKDA

Call to Order

Meeting called to order at 4:30pm by Larry Doom

Consider Approval of February 1, 2022 Minutes

With a motion by Andrew Kindschi and a second by Tom Larson, the February 1st minutes were unanimously approved.

Snow Removal Equipment (SRE) Building Update/ Transfer of Federal Entitlement Funds

As included in the Commission's packet, an Agreement between the City of Marshall and City of Waseca proposes to transfer \$150,000 of Federal Entitlement Funds to the City of Waseca Municipal Airport, with full payback by May 15, 2023. A previous Agreement with the City of Dodge Center will also provide a \$150,000 reimbursement by 2023. Accordingly, the City of Marshall will have \$600,000 Federal Entitlement Funds banked for the SRE project. With a motion by Ron Halgerson and a second by Andrew Kindschi, the Commission recommended that the Waseca Agreement be acted on at the next City Council meeting.

CIP Update / FAA BIL (Bipartisan Infrastructure Law) Funding

With an April 1st deadline from FAA and Congress, the City proposes to engage TKDA for preparation of an updated 5 year CIP. With Tom Larson's motion and a second by Andrew Kindschi, the Commission authorized this effort.

Zoning Ordinance Update

There was question during this meeting about the status of a letter regarding the Zoning Ordinance and a related State Grant. As follow-up, the City shared a letter and supportive information with the Commission, dated January 18, 2022 and directed to MNDOT-Aeronautics. The City and TKDA are currently waiting for a grant agreement to be returned from MNDOT-Aeronautics.

Helena Chemical Update

The City was copied a letter from the MN Dept. of Agriculture as directed to Helena Chemical whereby Helena is requested to respond/ provide an "action plan" by March 4th or the environmental clean-up /mitigation of Helena's property will be assigned to the Ag Dept. Comprehensive Clean-up Program.

Airport Tenant Comments

Regarding the aviation fueling system owned and operated by Midwest Aviation, the City received their 5-year record of fuel use/ purchases. There were no other comments available from tenants.

Other Business/Information

The City has been contacted by an independent aerial spraying company regarding airport use. This inquiry is a reminder for further consideration needed for preparation of the Airport Minimum Standards document by the City and Consultant (Landrum and Brown).

Adjourn

As moved by Tom Larson and seconded by Ron Halgerson, the meeting was adjourned at 5:05 pm.

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

Submitted by: Ron Halgerson

MML - Southwest Minnesota Regional Airport
Capital Improvement Program 2022-2031

Fiscal Year			Description	Funding Rates			Project Cost	FAA Funding	State Funding	Local Funding	Hangar Loan Fund (State)	AIP Entitlement Funding	AIP Entitlement Balance	FAA Funding		Other FAA Funds	See Note 1		Notes
Fed	State	Local		FAA	St	Mun								AIG (BIL) Funding	AIG (BIL) Fund Balance		Entitlement Transfer Out	Entitlement Transfer In	
2022	2023	2021	Maint Equipment/SRE Building - Phase 1 - Pre-Design Report	54	31	15	\$35,000	\$18,900	\$10,850	\$5,250		\$18,900	\$450,000		\$295,000	\$0			Eligible for future FAA AIP reimbursement. Entitlement transfer to TOB.
2022	2023	2022	Maint Equipment/SRE Building - Phase 2 - Design	54	31	15	\$150,000	\$81,000	\$46,500	\$22,500		\$81,000	\$450,000		\$295,000	\$0	\$50,100		Entitlement transfer to? Expiring funds
	2022	2021	Airport Zoning Ordinance Update	0	70	30	\$49,500	\$0	\$34,650	\$14,850			\$450,000		\$295,000	\$0			
	2022	2021	Apron Reconstruction (Partial) - WPA Hangar Area	0	70	30	\$250,000	\$0	\$175,000	\$75,000			\$450,000		\$295,000	\$0			
	2023	2022	Taxiway Sealcoat/Crack Fill	0	70	30	\$50,000	\$0	\$35,000	\$15,000			\$450,000		\$295,000	\$0			
	2022	2021	Tractor with loader (mowing)	0	70	30	\$180,000	\$0	\$126,000	\$54,000			\$450,000		\$295,000	\$0			
								\$99,900	\$428,000	\$186,600	\$0	\$99,900		\$0		\$0			
2023	2024	2023	Maint Equipment/SRE Building - Phase 2 - Site Prep	90	5	5	\$450,000	\$405,000	\$22,500	\$22,500			\$800,100	\$405,000	\$185,000	\$0		\$200,100	Transfer repayments from TOB and ?
2023	2024	2023	Maint Equipment/SRE Building - Phase 3 - Construction	45	37	18	\$1,750,000	\$787,500	\$647,500	\$315,000		\$787,500	\$12,600		\$185,000	\$0			
2025	2026	2025	Extend Runway 2/20 & Taxiway - Environmental/Planning	90	5	5	\$150,000	\$135,000	\$7,500	\$7,500			\$12,600	\$135,000	\$50,000	\$0			
2022	2023	2022	Exhibit A Property Map Update (FAA required)	90	5	5	\$30,000	\$27,000	\$1,500	\$1,500			\$12,600	\$27,000	\$23,000	\$0			
2022	2023	2022	Update Wildlife Management Plan	90	5	5	\$20,000	\$18,000	\$1,000	\$1,000			\$12,600	\$18,000	\$5,000	\$0			
	2023	2022	Acquisition of Property - Helena Chemical	0	70	30	\$575,000	\$0	\$402,500	\$172,500			\$12,600		\$5,000	\$0			High priority for state funding
	2023	2022	Self-Propelled Runway Snow Blower	0	70	30	\$850,000	\$0	\$595,000	\$255,000			\$12,600		\$5,000	\$0			Determine need? Unlikely funding available.
								\$1,372,500	\$1,677,500	\$775,000	\$0	\$787,500		\$585,000		\$0			
2022	2023	2022	Skidloader (SRE)	0	70	30	\$50,000	\$0	\$35,000	\$15,000			\$12,600		\$300,000	\$0			
2024	2025	2024	Bituminous Crack Fill and Seal - Runway/Taxiway	0	70	30	\$50,000	\$0	\$35,000	\$15,000			\$12,600		\$300,000	\$0			
2024	2025	2024	Fuel Farm Replacement	0	70	30	\$800,000	\$0	\$560,000	\$240,000			\$12,600		\$300,000	\$0			High Priority for FBO
2023	2024	2023	Snowblower Attachment for Loader	90	5	5	\$250,000	\$225,000	\$12,500	\$12,500			\$12,600	\$225,000	\$75,000	\$0			Move from state funding to BIL
	2023	2022	New Corporate Hangar - Design/Site/Foundation	0	70	30	\$500,000	\$0	\$350,000	\$150,000			\$12,600		\$75,000	\$0			Bonding candidate?
								\$225,000	\$992,500	\$432,500	\$0	\$0		\$225,000		\$0			
2027	2028	2027	Extend Runway 2/20 & Taxiway - Design Engineering	90	5	5	\$267,000	\$240,300	\$13,350	\$13,350			\$162,600		\$370,000	\$240,300			
2026	2027	2026	Extend Runway 2/20 & Taxiway - Land Acquisition	90	5	5	\$500,000	\$450,000	\$25,000	\$25,000			\$162,600		\$370,000	\$450,000			
2024	2025	2024	Acquisition of Property - Gas Facility	90	5	5	\$150,000	\$135,000	\$7,500	\$7,500			\$162,600	\$135,000	\$235,000	\$0			
2030	2031	2030	Rehabilitate Runway 12/30 - Mill & Overlay	90	5	5	\$2,000,000	\$1,800,000	\$100,000	\$100,000		\$162,600	\$0		\$235,000	\$1,637,400			
2024	2025	2024	Re-mark Runways - Magnetic Declination Change	90	5	5	\$150,000	\$135,000	\$7,500	\$7,500			\$0		\$235,000	\$135,000			
	2024	2023	New Corporate Hangar - Construction	0	70	30	\$1,000,000	\$0	\$700,000	\$300,000			\$0		\$235,000	\$0			Bonding candidate?
								\$2,760,300	\$853,350	\$453,350	\$0	\$162,600		\$135,000		\$2,462,700			
2028	2029	2028	Extend Runway 2/20 & Taxiway - Construction	90	5	5	\$3,000,000	\$2,700,000	\$150,000	\$150,000		\$150,000	\$0		\$530,000	\$2,550,000			
2028	2029	2028	Rehab/Strengthen Ex. Runway 2/20	90	5	5	\$500,000	\$450,000	\$25,000	\$25,000			\$0		\$530,000	\$450,000			
2028	2029	2028	Taxilane and Apron Pavement Rehabilitation	65	25	10	\$800,000	\$520,000	\$200,000	\$80,000			\$0	\$520,000	\$10,000	\$0			High Priority for City
	2024	2023	Airport East Directional & Address Signage	0	70	30	\$50,000	\$0	\$35,000	\$15,000			\$0		\$10,000	\$0			
	2023	2022	Parking Lot Paving - East Airpark	0	70	30	\$225,000	\$0	\$157,500	\$67,500			\$0		\$10,000	\$0			
								\$3,670,000	\$567,500	\$337,500	\$0	\$150,000		\$520,000		\$3,000,000			
2027	2028	2027	Rehabilitate Taxiway A - Mill & Overlay	90	5	5	\$1,200,000	\$1,080,000	\$60,000	\$60,000		\$150,000	\$0			\$930,000			
2025	2026	2025	Dual Use Fire/ARFF Facility - Design and Site Prep	20	30	50	\$570,000	\$114,000	\$171,000	\$285,000		\$114,000	\$36,000			\$0			Bonding candidate?
2028	2029	2028	Rehabilitate Taxiway B - Mill & Overlay	90	5	5	\$600,000	\$540,000	\$30,000	\$30,000			\$36,000			\$540,000			
2024	2025	2024	Perimeter Fencing - Phase 1	90	5	5	\$150,000	\$135,000	\$7,500	\$7,500			\$36,000			\$135,000			
2024	2025	2024	T-hangar Site Prep and Taxilane - East Airpark	18	65	17	\$250,000	\$45,000	\$162,500	\$42,500		\$45,000	-\$9,000			\$0			
2024	2025	2024	T-Hangar Building - East Airpark	0	0	0	\$500,000	\$0	\$0	\$0	\$500,000		-\$9,000			\$0			Hangar Loan Fund (80% funding, 0% int, 20 year term)
2026	2027	2026	Dual Use Fire/ARFF Facility - Construction	20	30	50	\$2,000,000	\$400,000	\$600,000	\$1,000,000		\$141,000	\$0			\$259,000			Bonding candidate?
2024	2025	2024	Obtain FAA Cat. 2 or 4 Part 139 Certificate	0	0	100	\$60,000	\$0	\$0	\$60,000			\$0			\$0			
2023	2024	2023	Relocate AWOS	0	70	30	\$75,000	\$0	\$52,500	\$22,500			\$150,000			\$0			
2031	2032	2031	Perimeter Fencing - Phase 2	90	5	5	\$150,000	\$135,000	\$7,500	\$7,500		\$135,000	\$165,000			\$0			
Totals							\$20,236,500	\$18,569,400	\$10,121,200	\$5,877,400	\$500,000	\$2,850,000		\$2,930,000		\$12,789,400			

(1) Entitlement transfers due back to other airports are subject to terms of agreement and expiration.

Wednesday, April 6

9:00 a.m.–1:00 p.m.

Registration, exhibitor check-in, and booth setup

11:00 a.m.–noon

Attendee Welcome

Join the Conference Planning Committee in welcoming new attendees to the annual conference. If this is your first time attending or you are new to your airport role, this event is a great way to kick off your conference experience. You'll have the opportunity to network with airport representatives from your area of the state, talk about your airport, ask questions, and brainstorm ways to get help with any airport task or project you are working towards. This welcome session will allow you to begin networking in an environment conducive to new members.

Noon–1:30 p.m.

Opening Luncheon with Dr. Mark Warner: “Rochester, Minnesota: Mayo Clinic, a Corn Cob Water Tower, and a Remarkable Impact on Medical and Military Aviation”

Minnesota’s aeronautical entrepreneurs are legendary for their role in developing general and commercial aviation in the state. The role played by the Mayo Clinic in developing the unique subsets of aviation—notably aeromedical transportation and fighter/bomber military capabilities—is often less understood and appreciated. Join Dr. Mark Warner as he discusses the remarkable aviation innovations occurring in Rochester since 1928—innovations that have advanced medical transportation and contributed to the U.S. military’s ability to win World War II and reduce deaths from combat injuries fourfold between 1941 and 2021.

1:30–2:00 p.m.

Exhibit hall opening kickoff!

Enjoy networking and learn about innovative services and products.

2:00–3:00 p.m. • **General Session**
Agency Updates

Join us as MnDOT’s Office of Aeronautics and FAA leaders introduce new staff, provide organizational updates, highlight new initiatives, and share their perspectives on the future direction of aviation in Minnesota. Be sure to attend MnDOT and FAA general sessions sprinkled throughout the conference for more in-depth information on a variety of topics including funding, the SASP, lighting, and safety.

3:00–3:30 p.m.

Networking with colleagues and exhibitors

3:30–4:30 p.m. • **General Session**

Minnesota State Aviation System Plan (MnSASP) Update

Phase 2 of the MnSASP is currently being updated. Come learn about all the new and proposed changes to the SASP in this session.

4:30–6:00 p.m.

Social mixer with colleagues and exhibitors

Enjoy hearty food, drinks, and networking with exhibitors and colleagues in the exhibit hall.

Thursday, April 7

8:00 a.m.–3:30 p.m.

Exhibit hall open

Exhibits will be open throughout the day to allow more time to visit vendors and network.

8:00–9:00 a.m.

Breakfast and MCOA Annual Membership and Board Meeting

9:30–10:30 a.m. • **General Session**

Airport Electrical Compliance: What Is Expected?

This session will give an overview of sponsor-required “ongoing maintenance” of airfield electrical systems and how to develop basic electrical safety and airfield lighting maintenance training, guidance, and tools for use by airport staff. The guidance should help airport staff recognize airfield lighting hazards, safely undertake simple maintenance tasks, complete and submit checklists, and determine when to call a qualified electrician or company to perform those repairs.

10:30–11:00 a.m.

Networking with colleagues and exhibitors

11:00–11:45 a.m. • **Concurrent Sessions**

Don’t Get Blown Away—Strategies to Protect Airport Construction Sites from Jet Blast and Prop Wash

Come hear from experts from MSP International and Mankato Regional Airport about real-life best practices and lessons learned from airport construction in close proximity to aircraft operations.

Hangar Development

Learn how to plan for hangar development at your airport, including the different hangar types, preparing the justification for hangar development, and funding/business planning.

11:45 a.m.–12:45 p.m.

Awards Luncheon

Join us as we recognize scholarship recipients and those receiving awards for excellence in aviation.

1:00–1:45 p.m. • **Concurrent Sessions**

Concrete and Asphalt Pavement Best Practices

Come learn about best pavement management practices for your concrete and bituminous pavement, including the process of “whitetopping.”

Existing Airport Geometry Justification

Get the information you need to determine justification and eligibility of federal funding for maintaining your airport’s existing runway pavement. The session will include definitions, case studies, steps, and keys to success.

1:45–2:00 p.m.

Networking with colleagues and exhibitors

2:00–3:00 p.m. • **General Session**

Attracting the Next Generation

The increasing shortage of pilots, technicians, and other aviation industry professionals makes it critical to attract new talent to the industry. Join us to learn why we must interest kids in aviation as a career path at a young age—and how airports, pilots, and airport managers can provide some of the first opportunities to engage them.

3:00–3:30 p.m.

Social mixer with colleagues and exhibitor prize drawings

Enjoy food, drinks, and networking with exhibitors and colleagues in the exhibit hall.

3:30–4:30 p.m. • **General Session**

So Much Money, So Little Time: AIP Funding, BIL Funding, and the State Grant Process

In this session, the FAA will provide guidance on Airport Improvement Program (AIP) funding eligibility in addition to updating airport sponsors on the Bipartisan Infrastructure Law (BIL) funding. Learn how to maximize these funds on airport projects. In addition, MnDOT Aeronautics staff will provide an overview of the state grant process and obligations airport sponsors have for accepting state funding.

4:30–6:00 p.m.

Reception

Enjoy hearty food, drinks, and networking with exhibitors and colleagues in the general session room.

Friday, April 8

8:00–9:00 a.m.

Breakfast

9:00–9:30 a.m. • **General Session**

Aviation in a Post-Pandemic World

COVID-19 completely disrupted and reset air travel. Most airports were completely unprepared to handle a global pandemic, revising protocols and retrofitting facilities with unsophisticated solutions like plexiglass dividers. Meanwhile, many GA airports saw operations increase as travelers moved away from commercial aircraft to flying on private planes. As a result, it’s just as important to integrate health care principles into the smaller airport environment as it is for large hub airports. In this session you’ll hear about principles of health care design and how they can be applied to smaller airports, on a variety of scales and circumstances. You’ll walk away with a range of practical ideas for rethinking older facilities as well as novel solutions for larger redevelopments.

9:30–10:30 a.m. • **General Session**

Metropolitan Airports Commission Presentation with Brian Ryks

Join the Metropolitan Airports Commission (MAC) executive director/CEO as he shares what’s happening at the MAC and in Minnesota’s aviation scene in this engaging session.

10:30 a.m.

Conference wrap-up and prize drawing



Welcome back to the annual conference!

This year we’re excited for the opportunity to reconnect with Minnesota’s aviation community in person! On Wednesday morning, we’ll hold an Attendee Welcome to spark conversations between seasoned and newer airport personnel. In addition, we have expanded networking opportunities throughout the conference. Let’s make the most of this time to learn from and engage with our aviation colleagues!

Don’t miss this year’s special guest: Dr. Mark Warner

The conference keynote speaker will be Dr. Mark Warner, a professor of anesthesiology at the Mayo Clinic and an avid historian on the Mayo brothers. During the opening luncheon, Dr. Warner’s talk, “Rochester, Minnesota: Mayo Clinic, a Corn Cob Water Tower, and a Remarkable Impact on Medical and Military Aviation,” will give insights into Rochester’s remarkable aviation innovations.



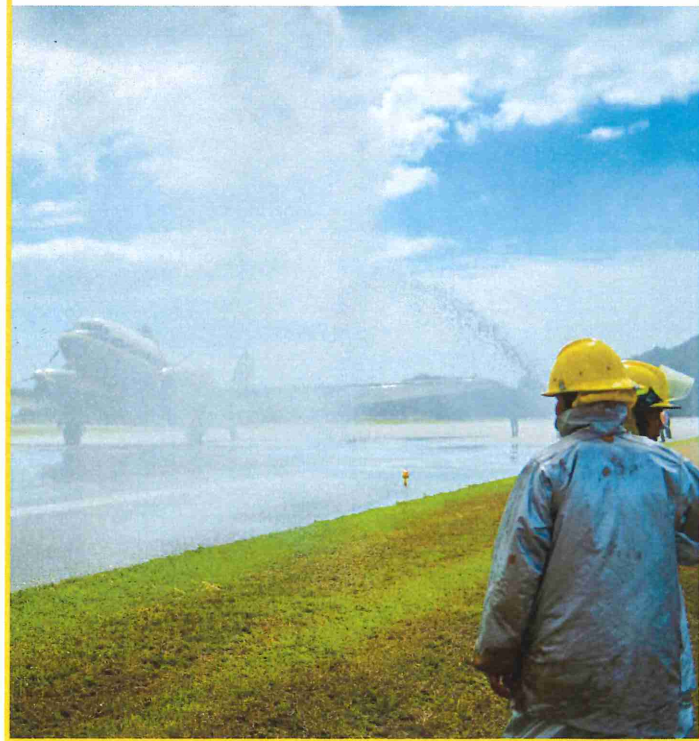
Additional training opportunity: PFAS Forum

Tuesday, April 5, 2022
12:30–4:30 p.m. Central
Mayo Civic Center
Rochester, MN

In conjunction with the 2022 Minnesota Airports Conference, MnDOT Aeronautics and AirTAP are holding a special forum on PFAS cleanup and upcoming regulations. **The event is free to attend either in person or virtually, but separate registration is required.**

In recent years, federal, state, and international authorities have established various health-based regulatory values and evaluation criteria for a number of specific per- and polyfluoroalkyl substances (PFAS). PFAS are key components in aqueous film-forming foam (AFFF), which is used to fight petroleum-based fires at aviation facilities. This forum will give attendees the chance to help educate Minnesota policymakers about the state's airport community and the potential impacts of any new federal standards and regulations. Airports and others affected by PFAS will have an opportunity to learn from policymakers about new requirements coming down the pipeline and hear case studies from organizations that have experience with cleanup. Staff from all airports are welcome to attend.

Please visit the AirTAP website for more details and registration information: airtap.umn.edu/events/workshops/2022/pfas.



Minnesota Airports Conference

April 6–8, 2022
Mayo Civic Center
Rochester, MN

Plan to join us for the 2022 conference in Rochester!

Conference highlights:

- Experts in aviation and aerospace fields sharing their experiences in general assembly presentations, workshops, and open forums
- Technical and safety presentations
- New attendee welcome session
- Awards and recognition program
- Networking opportunities
- The Minnesota Council of Airports annual meeting

The Minnesota Airports Conference focuses on airport management, operations, and maintenance but is open to anyone interested in aviation. The conference is sponsored by the MnDOT Office of Aeronautics and Minnesota Council of Airports and facilitated by the Airport Technical Assistance Program (AirTAP).

To create a comfortable and inviting atmosphere, casual attire is encouraged.

More details are available on the conference web page (see link and QR code below).

Registration

Registration for this year's conference is available online at airtap.umn.edu/events/airportsconference/2022.



If you are unable to register online or would like to use a PO to register, please contact AirTAP program associate Samantha Redmond at 612-626-4965 or redmo062@umn.edu.

The fee for the full conference is \$225 if registration is received on or before March 22, 2022.* This price includes the sessions, breakfasts, lunches, breaks, awards luncheon, and prize drawings. The one-day registration fee (Wednesday or Thursday only) is \$125.* The guest awards luncheon fee is \$35.

*Fees after March 22 will increase to \$255 (full conference) and \$155 (one day).

Costs for this event are reimbursable through the MnDOT Aeronautics maintenance and operations funds policy.

Room Reservations

Rooms are available at the DoubleTree by Hilton (1-866-568-0896) for the rate of \$159 plus tax per night, the Hilton Garden Inn (1-888-728-3027) for \$129 plus tax per night, and the Hotel Indigo (507-252-8200) for \$129 plus tax per night. Mention that you are an attendee of the Minnesota Airports Conference when calling to make your reservation or visit your preferred hotel's website (see airtap.umn.edu/events/airportsconference/2022 for direct links).

Minnesota Council of Airports
% Airport Technical Assistance Program
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Minneapolis, MN 55414

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Minnesota Airports Conference

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