



WILLMAR

AIRPORT

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TO: Willmar Municipal Airport Commission

Chair:

Members: Pat Curry, Sandy Gardner, Dan Reigstad, Donald Cole, Dan O'Meara, Richard Kacher, and David Little.

FROM: Megan M. DeSchepper, AICP, Planner/Airport Manager *MMD*

DATE: March 23, 2016

RE: **MARCH 30, 2016 MEETING**

The Willmar Municipal Airport Commission will meet at 4:30 p.m. on Wednesday, March 30, 2016, in Airport Conference Room of the Terminal Building. Please call me at 214-5195 if you cannot attend.

Agenda Items

1. Call Meeting to Order
2. Welcome new Commission Member, David Little.
3. Reorganization
4. Minutes of October 21, 2015.
5. Minimum Standards final draft. *e-mailed out
6. Ten Year Celebration.
7. Airport Updates.



**WILLMAR MUNICIPAL AIRPORT COMMISSION
CITY OF WILLMAR, MN
WEDNESDAY, OCTOBER 21, 2015**

MINUTES

1. The Willmar Municipal Airport Commission met on Wednesday, October 21, 2015, at 4:30 p.m. at the Willmar Municipal Airport Conference Room.

** Members Present: Pat Curry, Terry Albers, Don Cole, Sandy Gardner, and Dan Reigstad.

** Members Absent: Richard Kacher, and Dan O'Meara.

** Others Present: Megan DeSchepper- Planner/Airport Manager, Eric Rudningen- Eric's Aviation Services.
2. MINUTES: The minutes of the June 17, 2015 meeting were approved as submitted.
3. LED LIGHTS AT AIRPORT DISCUSSION: The Commission reviewed the LED rebate information from the Willmar Municipal Utilities. Eric Rudningen, Operations Supervisor, talked about cost savings that could be done inside the Terminal building with minimal equipment retrofits to LED. The airside changes are more complex to switch over. Staff could put together the plan to submit to MUC and once the possible savings are known present it to the Airport Commission for review and approval.
4. AIRPORT UPDATES: Mr. Rudningen updated the Commission that all the City owned T-Hangars are full. An airplane in distress due to a landing gear issue landed safely thanks to the pilot (Tom Sands), the Emergency response people were thanked for their support. Public Works staff is prepared for the upcoming snow removal season. MNDOT restriped the runway and taxiway lines. The MNDOT inspection went well, very minor items were pointed out needing updating such as cones and striping all of which is replaced and funded by the state. There are some cans of compass rose paint remaining, and it will be touched up in the spring. The MS4 Stormwater Permit process has been completed for the year and there is no flow. The freestanding sign is completed and looks great at night. The historical designation items with the old airport and the easement issues at the new airport have been resolved and the release of funds and noncompliance issues should be all resolved.
5. 10 YEAR ANNIVERSARY DISCUSSION: The ten year anniversary in 2016 of the new airport was discussed. Chair Curry formed a sub Committee of Mr. Rudningen, Mr. Reigstad, and Mr. O'Meara to organize some sort of fly in, air show, or meal/breakfast event. Staff stated the City will participate as the budget allows.

6. MISCELLANY: Mr. Rudningen presented another request to do some fill work by Curt Newberg on both sides of his private hangar. The Commission supports the request with the plans being reviewed and approved by the City.
7. With no further business to come before the Commission, the meeting adjourned at 5:20 p.m.

Respectfully submitted,



Megan M. DeSchepper, AICP
Planner/Airport Manager