

Airport Advisory Commission



Tuesday, October 13, 2015, at 6:00 P.M.

MEETING MINUTES

City of South St. Paul Municipal Airport Meeting Room
1725 Henry Avenue, South St. Paul, MN 55075
WWW.Flemingfield.com

1) CALL TO ORDER :

The Airport Advisory Commission meeting was called to order by Chairman Wiplinger at 6:03 P.M. on Tuesday, October 13, 2015.

2) ROLL CALL :

Present

Commission Members: Adams, Wiplinger, Ludwigson, Reckinger, Schoen, Wik, Sheridan, and Hilger.

Absent

Gardner

Also Present

Philip Tiedeman, Airport Manager
Joseph Carney, Airport Operations Specialist

3) Approval of Agenda :

Motion by Sheridan, second by Reckinger to approve October 13, 2015 agenda as submitted

Motion carried 8 ayes/0 nays

4) Approval of 09/08/2015 Minutes

Motion by Sheridan, second by Ludwigson to approve September 8, 2015 minutes with correction

Motion carried 8 ayes/0 nays

5) Citizens Comments & Presentation

None.

6) Finance & Activity Reports

6a) 2015 Budget Report

We received the appropriate paperwork late last week to start drawing down funds back in the form of FAA and MnDOT grant reimbursements. Credit applications are already being put together.

MnDOT has indicated there may be additional State funds available for 2015 after November 1st. This may be an opportunity for the airport to acquire equipment or have additional work done on the airport. A question was asked by Sheridan if there was anything that we want. Tiedeman/Carney will be generating a list to be prepared for possible release of funds.

7) Project Status

7a) Apron/Ramp Reconstruction

This project is almost complete. There are several punch list items including seeding and sod of construction areas.

7b) EGAN Lighting Installation

This project is also almost complete. EGAN is working on correcting the wiring for the lights on the North RPZ fence posts.

7c) Beacon Replacement

The beacon was replaced and is working. There have been two remarks passed to Airport Staff about the light shining into houses. The beam is adjustable, but Tiedeman/Carney are unsure of the current angle.

7d) Tractor Replacement

The tractor is currently located at Diamond for mower installation. The expected delivery date of the new John Deere 6115M will be in early to mid-October.

7e) Obstruction Removal

Demolition and tree removals bids were received from three companies with the lowest bid at \$34,000 from Frattalone. We are waiting for the City Council to approve the professional demolition agreement. Once approved, demolition will take place between October 1st and March 31st to avoid the summer roosting period for the Northern Long-Eared Bat (NLEB), which is proposed as endangered under the Endangered Species Act.

7f) Security Gate Replacement

Bloomington Security Solutions completed the upgrades to the software and the gates. We are still waiting on the badging software and associated printer.

7g) Fence Repair

The fence repair is complete and the insurance company has reimbursed the City for the cost of the repair. Wiplinger asked when the aircraft will be removed. Tiedeman will contact NTSB/FAA to see when it can be removed.

8) New Business

8a) Fuel Pricing Discussion

- i) **Alternative fuels** A brief discussion on the possibility of selling alternative fuel. So far there is only one Distributor of an alternative fuel and it is not usable for 100LL. Currently Phillips 66 is not supplying an alternative for 100LL, but they are working on their own product.
- ii) **Fuel Pricing** Ludwigson brought forth that other pilots on the airport are complaining that the prices of fuel are too high. Reckinger asked if we could contact the terminal on the day of delivery to get the cost of the fuel instead of waiting on the invoice. However the time lag in delivery vs. invoice is helpful because we still have fuel in the tanks that was at the previous price. Adams brought forth the possibility of a loyalty card for fuel purchases on the airfield. Another idea brought forth was pricing during Oshkosh. Another possibility was to come up with a reason for travelers to stop here i.e. hotdogs; pies/cakes etc.

8b) Access Gate Card Audit

A future audit of all gate cards will be taking place. Tiedeman mentioned that staff will be sending out an email to all card holders, tenants, and pilots informing them that they need to come to the airport office to update their cards and contact information. At a future date all cards that have not been updated will be locked out and those card holders will then be updated as they come into the office. The garage door openers were also discussed.

iii) Old Business :

None.

iv) Commission Comments :

Wiplinger asked Tiedeman about the difference between Fleming Field and Brookings regarding the Airport Commission and the Advisory Board. Also a question was raised about having the Commission working with the City Council with events on the airfield. The Commission determined that having two members at the City Council Planning meeting whenever there is an event on the agenda concerning the airport. Schoen brought up the fact that Alpha Zulu Flight Training is no longer in business and how to market the airport to draw in business and people.

v) Adjournment :

Motion made by Hilger, second by Schoen to adjourn the commission meeting at 07:12 PM.

Motion carried

8 ayes/0 nays