



City of South St. Paul  
Airport Advisory Commission  
6:00 pm Tuesday March 8, 2016  
Fleming Field Airport Meeting Room

*Fleming Field*



*South St. Paul, MN*

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of January 12, 2016 Minutes
5. Welcome to New Members and Elect a Chair and Vice-Chair
6. Citizen Comments & Presentation
7. Finance & Activity Reports
  - a. 2016 Year-to-Date Fuel Report
  - b. 2016 Budget Report
8. Project Status
  - a. 2016 Projects
  - b. Airport Development
  - c. Update on Ballistic Recover Systems (BRS)
9. New Business
  - a. CAF IUP and Bob Brown III Car Show IUP
  - b. McMorrow Field Improvements
10. Old Business
  - a. MnDOT Aeronautics Airport Needs Meeting
  - b. Wrecked Cessna 340
  - c. South Metro Fire Department - Commercial Inspection Fee Program
11. Commissioner and Staff Comments
12. Adjournment

# Airport Advisory Commission



Tuesday, January 12, 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 5:58 P.M. on Tuesday, January 12, 2015.

### 2) ROLL CALL:

Present

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

Absent

None

Also Present

Philip Tiedeman, Airport Manager  
Joseph Carney, Airport Operations Specialist  
Mike Pott, Chief South Metro Fire Department (SMFD)  
Linda McMillian, Inspector SMFD  
Ed Iago, President South Metro Fire Board  
Kirk Lindberg, Hangar Owner  
Jim Hancock, Hangar Owner  
Joseph Remakel Jr., Hangar Owner  
Greg Struve, Hangar Owner

### 3) Approval of Agenda:

Motion by Reckinger, second by Sheridan to approve January 12, 2015 agenda as submitted

Motion carried

9 ayes/0 nays

### 4) Approval of 12/8/2015 Minutes

Motion by Reckinger, second by Adams to approve the December 8, 2015 minutes as corrected.

Motion carried

9 ayes/0 nays

### 5) Citizens Comments & Presentation

The South Metro Fire Department (SMFD) Chief, Chief Pott, and Fire Marshall, Linda McMillian, were present along with Ed Iago President Board of Directors for comments and discussion reference the Commercial Inspection Fee Program. The first remarks were that there is only one airport in the SMFD area.

Questions posed by the audience were as follows:

1. **Who approved the fee?** Answer: The City Councils have approved the Inspection Program as it is, but not the Fee program, and have sent it back to the South Metro Fire Board to discuss and come up with a Fee structure.
2. **Will the Inspection Fee be used to defray expenses of the program? This is meant to be a Commercial Inspection Fee Program and most of the hangars are not commercial. The rate is extreme: Using \$75/inspection rate and taking 5 minutes to inspect a hangar the hourly rate is equivalent to \$900/hour. Can there be a way to schedule mass inspections?** Answer: Pott – no additional staffing will be added for inspections, this is meant enable the program to be sustainable and efficient.
3. **How was it decided that hangars are commercial?** Answer: the fire code is written in such a way that if a building is not residential then it will be commercial. Because of this wording hangars are classified as Commercial.
4. **Are commercial storage properties inspected in a similar manner? Why can we not set the deciding factor so that if the structure is an income producing facility then it would be classified as Commercial?** Answer: yes, the common areas are inspected but not the individual storage lockers. The fire code is not written in that way.
5. **Why is the SMFD conducting hangar inspections? Is it driven by insurance company requirements?** Answer: Because of the way that the leases are written.
6. **Is there a way to remove the language from the leases?** Answer: Unknown at this time.
7. **What about buildings that have many hangars in one building? Would they be charged one fee or multiple fees?** Answer: No answer was given.
8. **How is the square footage calculated?** Answer: No answer was given.
9. **Is there a way to add a designation in addition to the current two; Residential and Commercial? Or to declare the non-commercial hangars as recreational and not subject to the inspection fee?** Answer: No answer was given.
10. **Are the Fire Inspectors also considered on call for fire call-outs?** Answer: No, the inspector's duty is inspection only. They may be used for call-out if there is a manpower shortage.
11. **How long will the current proposed fee structure remain the same before increasing?** Answer: No specific timetable.
12. **Is there a quantitative analysis of safety with and without inspection programs? Incidents directly attributed to the inspection program.** Answer: Not for this type of locale, and the inspection is also used to familiarize the SMFD with the properties on the airfield.
13. **When will the decision to institute the Commercial Inspection Fee Program happen?** Answer: Not until late February or early March. It will have to go back to the SMFD Board of Directors and then be presented to the City Councils of West and South St. Paul.
14. **How can the public see if their comments have an impact on the decision? Minutes, meetings, etc.?** Answer: The minutes of the SMFD Board of Directors are available; and the next meeting will be January 20, 2016 at 4:30 PM.

## 6) Finance & Activity Reports

### 6a) Fuel Report

Tiedeman presented the Fuel Sales Report for 2015. There was a 2.84% increase in sales over 2014 year sales.

### 6b) 2015 Budget Report

Tiedeman presented the 2016 recent budget report. 2016 Airport Operating Proposed Revenues are set for \$1,601,589 with proposed Expenses set at \$1,492,156. This will reflect a surplus of \$109,433 for 2016. The 2016 proposed Capital Improvement Fund proposed Revenues are \$345,000 with proposed Expenses of \$360,000. This will reflect a \$15,000 deficit.

## 7) Project Status

### 7a) 2016 Projects

Tiedeman covered the planned 2016 projects. Pavement projects: Crack Sealing & Compass Rose (painted by Minnesota 99's). Equipment projects: Blower attachment, Upgrade meeting room projector, sound system, and tables; Upgrade Fuel Master Software. Building/Structure: replace sliding doors on Hangar #5, Roof replacement on 2 of the bowstring hangars (most likely #5 and the next one most in need), and epoxy coat and seal on the airport maintenance hangar.

## 8) New Business

### 8a) MnDOT Needs Meeting

The MnDOT Aeronautics Office has requested an Airport Needs Meeting for the South St. Paul Airport. Needs meetings are a larger, more detailed conversation including a wider range of topics than the traditional CIP meetings. They would like to learn the sponsor's view on: existing airport conditions, financial support, technical support, community vision, navigation systems, and a 20-year future.

### 8b) Partner with MnDOT Aeronautics at AirVenture

The MnDOT Aeronautics Office will be hosting a booth at AirVenture in Oshkosh this year and they are inviting us to partner with them to make the goal of promoting Minnesota's great airports a success! The Airport is already looking into putting together a joint venture handout or an informational flyer along with Progress Plus and the River Heights Chamber of Commerce for anyone who visits the booth. The goal is to have fun and meet other pilots and show attendees as we share why Minnesota, and Fleming Field, is such a great place for aviation, and they know Minnesota's pilot community would make great ambassadors for this.

### 8c) Maritime Information Systems ADS-B Network Offer

Maritime Information Systems, Inc. (MIS) reached out to the South St. Paul Airport to host ADS-B antennas at the airport. MIS is looking for recognized industry professionals; such as Airport Managers, Directors, FBOs; rather than hobbyist or unknown third parties to host the equipment. This system is separate from the

FAA's ADS-B Network but is used in conjunction with it. It is a supplement for the aircraft data being transmitted in and around airports to increase situational awareness of pilots, flight operations planning, assist in safety and airport traffic analysis, and others features.

MIS will provide all necessary equipment and gives each host access to a network-wide aircraft monitoring system. The Airport will need to provide a power source and internet access, both of which are already at the Terminal Building.

There was a question about what MIS would get out of the system. Schoen asked questions about the height of the antenna and the impact on the bandwidth of the Airport's internet.

**9) Old Business:**

**9a) Vertical Guidance on the GPS Approach**

Wiplinger brought up the continuing absence of the loss of Vertical Guidance on the RNAV (GPS) RWY 34 approach. Tiedeman still has no answer, and is continuing to reach out to FAA contacts to find a solution.

**9b) Schedule Meeting Dates for 2016 – November Meeting**

The scheduled 2016 November meeting of the Airport Advisory Commission falls on Election Day.

Motion by Adams to move the November meeting to Wednesday, November 9, 2016. Second by Hilger.

Motion carried 9 ayes/0 nays

**9c) Commercial Inspection Fee Program**

Motion by Sheridan to add an additional category for the South Metro Fire Department Commercial Inspection Fee Program. A Hangar that has a non-commercial lease would be exempt from the fee only. Second by Wik

Motion carried 9 ayes/0 nays

**10) Commission Comments:**

The commission congratulated Chairman Wiplinger on his service and wished him farewell.

**11) Adjournment:**

Motion made by Ludwigson, second by Adams to adjourn the commission meeting at 7:38 PM.

Motion carried 9 ayes/0 nays

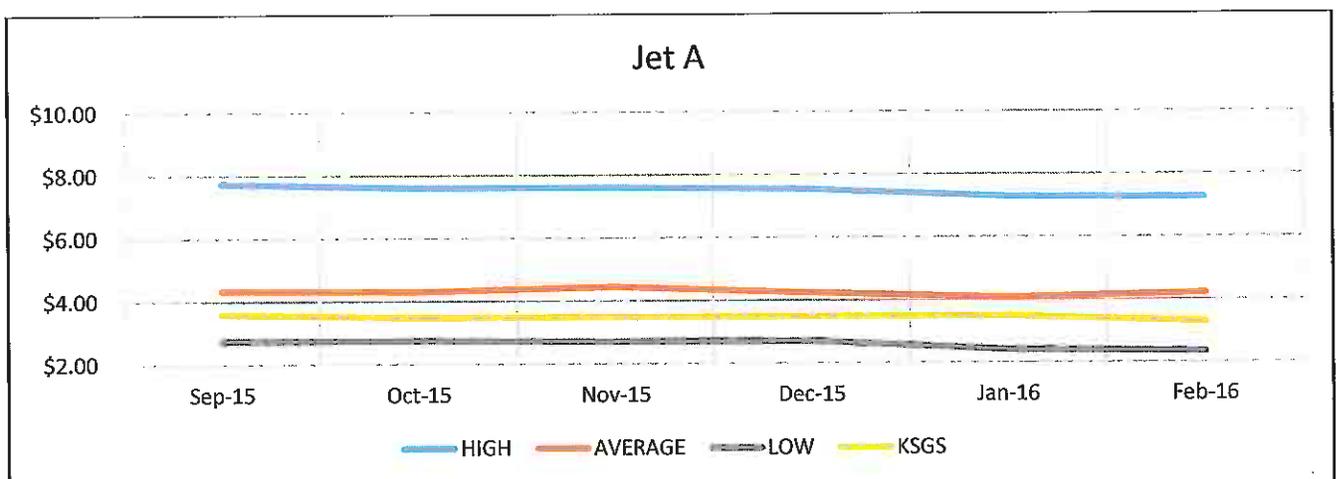
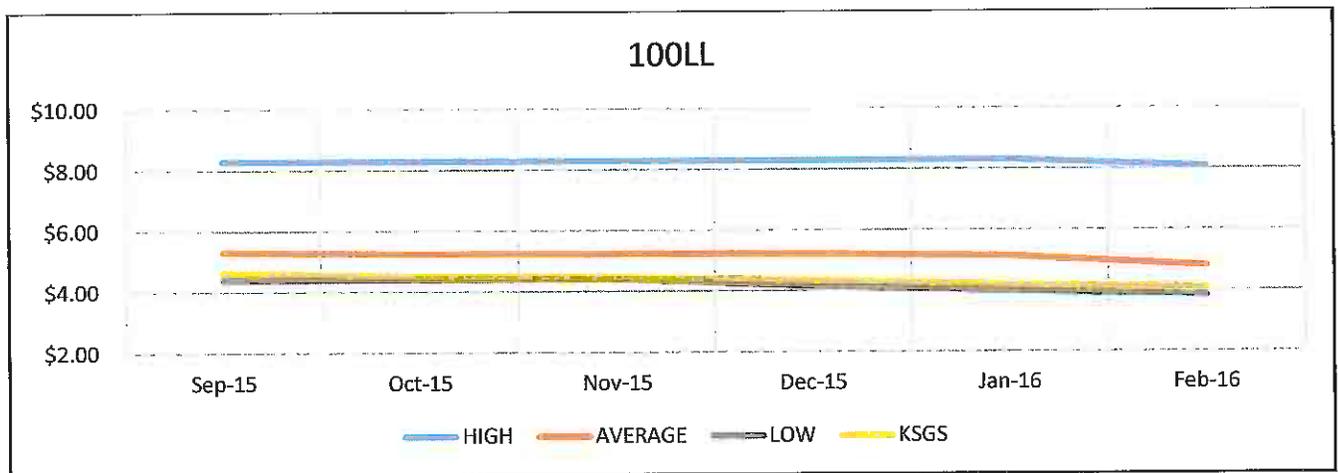
# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: 2016 Fuel Report

The 2016 Fuel Sales by Gallon through February are on pace with 2015. 100LL and Jet A sales are slightly higher while 91UL is down. The airport has been tracking fuel price comparisons from other airports in the region since September 2015. The charts below are not all inclusive but provide a brief snapshot of Fleming Field and the relation to other regional airports' pricing. All prices collected are displayed in the chart. Differences in Full Service, Self Service, or Assisted Service were not separated out.

Additional details are shown on the spreadsheet including Percent Change, 5-year Average, as well as each fuel type separated out.



2016 AVIATION FUEL SALES BY GALLON

March 2, 2016

	TOTAL			100%L			5-YR AVG			5-YR AVG			TOTAL FOR ALL FUEL					
	2016	2015	% Δ	2016	2015	% Δ	2016	2015	% Δ	2016	2015	% Δ	2016	2015	% Δ	2016	2015	% Δ
JAN	2,646.30	2,999.50	-11.78%	3,513.50	3,513.50		348.54	348.54		2,350.80	2,544.70	-8.81%	4,005.70	5,872.70	-31.79%	6,406.74	6,406.74	
FEB	3,450.90	2,954.10	16.82%	3,650.14	3,650.14		291.80	377.32	-23.17%	2,475.60	3,646.10	-32.51%	7,760.10	5,721.50	35.63%	7,673.56	7,673.56	
MAR	-	6,097.60	-100.00%	5,929.68	5,929.68		850.50	722.38	16.47%	3,149.40	4,763.98	-33.90%	-	10,037.50	-100.00%	11,416.04	11,416.04	
Q1	6,097.20	11,951.20	-49.15%	13,093.32	13,093.32		1,664.70	1,448.32	15.65%	7,298.80	10,354.78	-29.50%	11,765.80	21,611.70	-45.61%	25,486.84	45,611.4	-42.02%
APR	-	7,521.30	-100.00%	6,685.62	6,685.62		886.00	787.78	12.58%	2,451.20	4,138.52	-40.78%	-	10,808.50	-100.00%	11,561.92	11,561.92	
MAY	-	8,693.50	-100.00%	9,253.50	9,253.50		748.30	829.24	-9.76%	5,297.70	6,567.84	-19.34%	-	14,679.50	-100.00%	16,450.58	16,450.58	
JUN	-	9,776.50	-100.00%	10,499.86	10,499.86		924.70	971.78	-4.86%	4,925.30	5,485.42	-9.85%	-	15,626.50	-100.00%	16,957.06	16,957.06	
Q2	-	25,931.30	-100.00%	26,434.98	26,434.98		2,509.00	2,538.80	-1.18%	12,674.30	15,094.78	-15.97%	-	41,114.50	-100.00%	44,958.56	44,958.56	
JUL	-	11,568.50	-100.00%	11,071.20	11,071.20		790.30	986.84	-19.92%	3,251.30	4,871.80	-33.51%	-	15,409.90	-100.00%	16,999.84	16,999.84	
AUG	-	9,465.20	-100.00%	10,960.10	10,960.10		816.10	996.38	-17.86%	3,404.60	4,911.60	-30.68%	-	13,685.90	-100.00%	16,868.08	16,868.08	
SEP	-	10,293.00	-100.00%	10,621.70	10,621.70		904.90	973.86	-6.99%	2,203.50	4,533.58	-51.41%	-	13,401.40	-100.00%	16,729.14	16,729.14	
Q3	-	31,176.50	-100.00%	37,653.00	37,653.00		2,911.30	2,967.08	-1.87%	8,659.40	14,316.98	-39.53%	-	42,497.20	-100.00%	49,637.06	49,637.06	
OCT	-	8,251.30	-100.00%	7,483.08	7,483.08		398.30	583.28	-31.77%	4,712.90	4,692.60	0.45%	-	13,362.50	-100.00%	12,758.94	12,758.94	
NOV	-	6,591.60	-100.00%	5,945.34	5,945.34		697.00	583.36	19.31%	4,200.90	3,881.78	8.22%	-	11,489.50	-100.00%	10,360.48	10,360.48	
DEC	-	2,350.10	-100.00%	3,587.28	3,587.28		268.30	844.30	-68.14%	1,242.80	2,029.78	-38.96%	-	3,861.20	-100.00%	6,461.96	6,461.96	
Q4	-	17,199.00	-100.00%	17,015.68	17,015.68		1,348.60	2,610.52	-48.38%	10,156.00	10,531.16	-3.56%	-	28,713.20	-100.00%	29,580.78	29,580.78	
TOTAL	6,097.20	61,243.00	-92.05%	69,200.68	69,200.68		459.70	8,955.06	-95.11%	39,666.00	51,817.70	-23.34%	11,765.80	134,916.60	-91.23%	143,963.74	143,963.74	

\* 5-YR AVG 2015-2011

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: 2016 Budget Report

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A Budget Report spreadsheet was available at the time of notice. Once the it is available, it will be distributed accordingly.

MnDOT has provided a new grant to cover 75% of eligible operation and maintenance expenses up to \$34,320.00 for each State FY 2016 and State FY 2017. This is contingent upon the airport complying with 16 requirements. This grant is currently on the City Council agenda for Monday March 7<sup>th</sup>. Airport staff has already begun compiling expenses to be submitted. Once fully executed, the airport can request quarterly reimbursements to draw down from the grant.



## 2016 Pavement Projects

- **Crack Sealing**
  - MnDOT is accepting submission for crack sealing projects
  - Airport has developed a project layout, ensured the project is on the CIP, taken pre-construction photos, and is waiting on quotes from companies
  
- **Paint Compass Rose – Minnesota 99's**
  - Will contact Minnesota 99's in April to set project details and timeline



## 2016 Equipment Projects

- **Blower Attachment**
  - Will be requesting updated quotes from companies to supply a blower on a trailer with a standard manufacturer's warranty
  - Will review State Bid items
  
- **Upgrade Meeting Room Projector, Sound System, and Tables**
  - Narrowed down projectors and equipment with assistance from City IT Administrator
  - Airport will purchase items and companies will wire and install new system
  - Interest from several companies to complete the work
  
- **Fuel Master Software Upgrade**
  - Fuel Master will stop out to review equipment and determine items to upgrade



## 2016 Buildings/Structure Projects

- Replace Sliding Doors on Hangar #5
  - Contacting companies
  - Will be preparing bid packages, March/April 2016
  - Timing will need to be coordinated Roof Replacement Project
- Roof Replacement on two Bowstring Hangars
  - Contacting companies
  - Will be preparing bid packages, March/April 2016
- Epoxy Coat and Seal Airport Maintenance Hangar Floor
  - Have interest from several companies
  - Will be preparing bid packages, March/April 2016



## 2016 Accomplishments

- January 19 – Maritime Information Systems, Inc. ADS-B System
- February 1 – Completed Gate Card Audit
  - 1448 total cards, 604 validated, 844 deactivated

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: Airport Development

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## **Commercial**

We have had calls from Lake Superior Helicopters and Aero Spray. They are both looking to expand their current businesses.

Lake Superior Helicopters, with a base in Duluth, has announced that they plan to start offering helicopter training here at the airfield beginning in May 2016. Lake Superior Helicopters in association with Lake Superior College, providing Part 141 training for Professional Pilot Degrees. From their phone call earlier, it was discussed about a short term sub-lease to see how big of a draw that they may see. If they see an anticipated base of students, then they may build to suit on either Crossman Lane or on the west side.

Aero Spray has two missions, the first is Aerial Fire Fighting utilizing the AT-802 and the AT-802A Fire Boss; the second is Aerial Spraying utilizing the AT-502 and AT 802 aircraft. The company is based in Appleton, MN and is looking to build a purposed maintenance facility here at SGS combining the ability to maintain their aircraft and the ability to quickly coordinate with Wipaire for needed parts and floats.

The Airport has been told that Air Trek North has interest in Fleming Field. To date, the Airport is not aware of any contacts inquiring about Air Teck North moving any operations to the airport. Air Tech North currently has two operations: one at Lakeville (AirLake) and one at Eden Prairie (Flying Cloud). They offer Flight Schools and a Flying Club.

## **Non-Commercial**

We have also had multiple inquiries into building in the West Hangar Area. We do have one new owner who will be breaking ground tentatively in April. He is waiting on the FAA's determination for obstruction evaluation. It is anticipated that the hangar will receive a favorable determination at which point he may finalize his building permit with the City of South St. Paul.

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: Update on Ballistic Recover Systems (BRS)

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There have been some remarks about the stability of Ballistic Recovery Systems (BRS) and whether or not they will remain based here at Fleming Field. We have not had any discussion with the local manager to ascertain if they have any future plans to move their operations away from Fleming Field.

Their lease was restructured in August 2015 reducing their rent per month from September 2015 through August 2016. The reduced amount will be recovered by increased rents for the remainder of 2016 and over the next four years. The initial term of the lease is set to expire September 1, 2029. However, the lease may be extended for two additional terms of 5 years each. Should the BRS default the airport can still recover unpaid rents and other remedies.

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: CAF IUP and Bob Brown III Car Show IUP

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Airport staff met coordinators with the Commemorative Air Force (CAF) and the Bob Brown III Car Show for the hangar dances and car show, respectively. Part of the discussions were things that went well, proposed changes for each event, and a multiyear permit. They are also coordinating with the City Planner about other City requirements for permits.

Each will be preparing an Interim Use Permit Application to present to the Planning Commission and then to the City Council for approval.

The CAF Hangar Dances are being proposed for: June 4, 2016 and September 10, 2016

The Bob Brown III Car Show is being proposed for: September 11, 2016

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: McMorrow Field Improvements

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Airport staff discussed plans for construction at to improve McMorrow Field at the 50% design stage. After airport staff reviewed the plans they determined several items to be changed to avoid creating future obstructions in the RPZ and approaches of the airport. These include: types and location of trees being planted, park lighting and shielding, driveways and parking lots, and FAA obstruction evaluations.

Chris Esser and Philip Tiedeman met with neighbors of the McMorrow Park the evening of February 25<sup>th</sup> to show them the plans, receive additional input, and discuss general construction topics.

The engineer for the project is WSB & Associates, Inc. When they have the designed the plans to 90%, they will have another plan review. This should be within the next few weeks. Construction is set to begin in the Fall.

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: MnDOT Aeronautics Airport Needs Meeting

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The MnDOT Aeronautics Office has previously requested an Airport Needs Meeting for the South St. Paul Airport. Needs meetings are a larger, more detailed conversation including a wider range of topics than the traditional CIP meetings. They would like to learn the sponsor's view on: Existing airport conditions, Financial support, Technical support, Community vision, Navigation systems, and a 20-year future.

With more people involved and a wider range of topics you should expect these meetings to take between two and four hours depending on the interest of the participants and the complexity of the issues. MnDOT will come to the airport at whatever time is most convenient for the group. The things we learn from talking to decision makers at the airport and community will help them develop a more complete picture of Minnesota's airport system needs. They will use that picture to better inform other partners – at MnDOT, the State Legislature, FAA, and our US Congress. They plan on visiting every airport in the state system within a 3-year period.

Airport staff is requesting that Commissioners review their calendars for dates that do or do not work for this meeting. The airport will be coordinated with several departments, groups, and agencies to find a date and time that will yield the best attendance. The most likely meeting place will be at the airport meeting room but another potential location is at the MnDOT Aeronautics Offices.

# Memo



Date: March 8, 2016  
To: Airport Advisory Commission  
From: Philip Tiedeman, Airport Manager  
RE: Wrecked Cessna 340

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There has been major activity on the wrecked Cessna 340 that has been occupying a grass tie-down spot since July 12, 2015. Texas Air Salvage has purchased the aircraft and as of March 1<sup>st</sup>, they were working on removing the wings, engines, stabilator, tail section, and fuel. This is being done in preparation to take the aircraft back to Texas via a trailer.

The National Transportation Safety Board (NTSB) accident report for the occurrence is enclosed for reference.



**National Transportation Safety Board  
Factual Data Collection Report of Accident**

**CEN15CA304**

Aircraft Reg No: N5139J  
Most Critical Injury: None

Location/Time	Aircraft Information
Nearest City/Place: South St. Paul, MN Occurrence Date: 07/12/2015 Occurrence Time: 0725 CDT  <u>Flight Itinerary</u> Last Depart. Point: Same as Accident/Incident Location Destination: Bismark, ND	Type of Aircraft: Airplane (not Homebuilt) Make/Model: Cessna / 340 Serial Number: 340-0529 Landing Gear: Retractable - Tricycle Engine Type: Reciprocating Engine Make/Model: Cont Motor / TSIO-520-K Aircraft Damage: Substantial Aircraft Fire: None

Operator Information	Weather
Registered Acft Owner: JPR INVESTMENTS LLC #12 Operator of Aircraft: Petrojet Services Group, LLC Operator Address: Cheyenne, WY Reg. Flt. Conducted Under: Part 91: General Aviation	Condition of Light: Day Wx Cond. at Site: Instrument Conditions

First Pilot Information	Flight Time (Hours)
Cert(s)/Rating(s): Airline Transport; Commercial; Multi-engine Land; Single-engine Land  Instrument Ratings: Airplane Medical Cert: Class 2 Date of Last Med. Exam: 11/2014	Total All Aircraft: 29000 Total Make/Model: 900

Injury Summary			
	<u>Fatal</u>	<u>Serious</u>	<u>Minor/None</u>
Crew	0	0	1
Pass	0	0	0

**Narrative**

\*\*\* This investigation is based on information furnished by the Pilot/Operator. Additional details may be found in the Form 6120.1\*\*\*

\*\*\* Note: NTSB investigators used data provided by various entities, including, but not limited to, the Federal Aviation Administration and/or the operator and did not travel in support of this investigation to prepare this aircraft accident report. \*\*\*

According to the pilot, he was departing runway 16 on an instrument flight rules flight plan. After traveling down approximately two-thirds of the 4,002 foot runway, he elected to abort the takeoff after he felt the airplane was not able to climb and continue to accelerate. During the aborted takeoff, the airplane departed the runway surface and entered the grass overrun area which was covered with wet dew from the morning environmental conditions. The pilot attempted to stop the airplane; however, the airplane skidded and impacted a fence. The airplane sustained substantial damage to the right main wing spar and fuselage. The examination of the airplane revealed no preaccident mechanical malfunctions or failures with the airplane that would have precluded normal operations.

Updated on Sep 11 2015 8:25AM

# Memo



Date: March 8, 2016

To: Airport Advisory Commission

From: Philip Tiedeman, Airport Manager

RE: South Metro Fire Department – Commercial Inspection Fee Program

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On January 15, 2016, the South Metro Fire Department Board of Directors heard updated remarks and summary of the past meetings including the AAC Meeting on January 12, 2015. After general discussion, the topic came to hangars at the airport. It was determined that the inspection fees should be removed from hangars the airport identifies as non-commercial. However, commercial hangars would still be assessed the inspection fees. In addition, the South St. Paul Airport is willing to work with the South Metro Fire Department to prepare handouts and general fire safety training in conjunction with the inspections.

Moving forward, the fees as amended would still need to be approved by the West St. Paul City Council and the South St. Paul City Council.