

International Falls-Koochiching County Airport Commission

April 25th, 2018 at 8am

County Board Room

Call to order - The regular monthly meeting of the International Falls-Koochiching County Airport Commission was called to order at 8:10 a.m. by Chairman Robert Anderson.

Members present: Bob Anderson, Paul Nevanen, Ron Norby (Alternate for Brian McBride) and Wade Pavleck

Members absent: Brian Briggs, Brian McBride

Others present: JoAnn Smith, Thor Einarson, Laura Manka, Benita Crow, Kaci Nowicki, Shawn McMahon, Chrystal Clance, Bill Mio, Darci Sullivan (KCC-TV) and Bob Cohrs via conference call.

Public Comment – None

Approve regular meeting minutes of March 28, 2018 – Nevanen moved and Pavleck seconded to approve the meeting minutes of March 28, 2018. Motion carried unanimously.

Financial statement for April 28, 2018 - The commission reviewed the list of payable claims and account summary documents as prepared by Hasbargen. Anderson explained the regular monthly bills in the amount of \$114,500.50 and paid bills of \$23,572.14. **Pavleck moved and Nevanen seconded to approve the financial reports and claims as listed in the amounts of \$114,500.50 for regular claims and \$23,572.14 for bills paid. Motion carried unanimously.**

Engineers' report

A. Terminal Update Phase I – Cohrs stated they are still working on punch list items and they should be completed by the end of this week. The letter for the withholding request was sent, but nothing has been heard back yet. Einarson stated that they had a roof leak a couple weeks ago, which deeply concerns him since this is the roof's first winter. They are also 20 chairs short in the non-secure area because of quality. They had approximately 5 break and have removed any additional chairs that were a potential hazard. Anderson stated that the main concerns to focus on are the roof, chairs, and carpeting. These will need to be attended to in the next couple weeks.

A. Terminal Update Phase II – Cohrs stated that they have the bond funds and anticipate on a construction start date at the beginning of June. Anderson said they have the list of items that need to be removed before the building is torn down. Cohrs said that they could start removing these items now. Einarson will get his crew to remove the large doors.

B. Master Plan Update – Nowicki and McMahon presented the master plan, giving a presentation with handouts. Nowicki and McMahon had a meeting with FAA last week. They are currently exploring the reconstruction of Taxiway Alpha to be used as a temporary runway during construction so the airport will not have to shut down. They will need 5400', 90' wide including shoulders. They will need to add 20' of pavement to make this happen. Some issues that need to be addressed with the temporary runway are standards, environmental impacts, infrastructure, and other issues such as feasibility, cost, safety, etc. They discussed aircraft parking, safety areas, and object free zones. They would need a license for a temporary runway, which is a good potential as long as no major issues are found. The next steps would be do risk management including signage, painting, lighting, etc. FAA would lead the panel discussion. With the temporary runway there would most likely be only daytime operation. There would also be 4 acres of wetlands impacted and some tree clearing would be needed. The NWS balloon launch facility would need to be relocated, which they are open to, but it would need a site study.

The FAA would possibly participate in the costs for the temporary runway; there may be an avenue for eligibility. Nevanen asked if the lost revenue due to the airport closure was part of the cost analysis because it has a business impact as well such as lost revenue. Nowicki responded that this was part of the study that will be conducted. The runway would still be completed over a couple years due to the amount of discretionary funds available. They would build the temporary runway and then restore it back to its original condition due

to lessening environmental impacts. They will need multiple groups to overview and approve these plans since it affects many parts of operation.

SkyWest requested 5400' of grooved pavement or 5600' of not grooved for safety of landing. Norby asked about international flights coming in at dark hours. Einarson responded that they would have to accommodate them because at night is when they are usually coming in to the airport. Norwicki added that they will take steps to identify and mitigate the risks with the temporary runway. This would cause some changes in the construction schedule if they created a temporary runway, but they are looking at all the impacts of the economic cost both short and long term for this project.

Einarson stated that the airport has worked hard to capture international traffic by being cost effective and having a high quality of service. What are the long term affects? Will we lose this traffic due to shutting down? What will be the impact to the resorts in Canada that have fly-in only service?

Norwicki stated that it appears no environmental assessments will be needed and the permit process now includes airports. They will need a wetland permit outlining the temporary impacts and monitoring after it is restored. McMahn plans to talk to Joe Sutherland, the County Engineer about the new plan with the temporary runway.

Trump is supporting airports and their projects. FAA may get an additional \$1 Billion for them to give to projects in the next couple years. The funding would be mostly for small to medium sized airports across the United States.

Review of options 1-3 with handout. Anderson stated that option 2, a multiple year project, would allow for bonding. Crow added that she had a call with Lindsey Butler showing their support for option 1 to apply for the grant in August of this year, which would need a 5% or less local match. This would cause no closure with the airport. They would start on option 1 and then do option 2 in 2020 with the Hwy 53 reconstruction taking place. It was suggested that they start the consultant selection process. **Motion by Pavleck to start the consultant selection process then follow with advertising and authorization. 2nd by Nevanen.** They would begin the consultant selection process and at the May meeting would make a selection. **Motion passed unanimously.** Process moves forward.

Old Business

None

New Business

None

Manager's report

Einarson stated that the FAA is in support of these projects for the runway. They are going to be removing sand and cleaning up the runway. They will ask Ted Brokaw about using the street sweeper to do this.

Secretary's report

Smith gave the secretary report. There are not any terminal bills this month, since they are working on closeouts. Phase II contracts were sent by Chelsea at KA, but we have not received them yet. Enplanements are up again last month. The new website is currently under way and the mock version looked good. Once they get all the photos and contents added, Kyra will send a preview link for the Commission to view before it goes live. TSA/GSA lease agreement and space – Kyra had a conference call with Mandy Kruse and she is working on getting the new lease agreement drawn up.

Reports from Members

Pavleck stated that they have been working hard on continuing to increase enplanements and we want to make sure that the impact to the airport is minimal under construction. Nevanen stated that the SEH team has done good work. One comment about the new terminal was that they could put up additional art work to fill some of the voids. Buildrite, the fiber board plant announced its closing Friday. 43 jobs are affected by the closure causing further distress for the community. Anderson reviewed his LASAC meeting he attended. Duluth is getting service to Chicago. JetBlue will be starting May 3rd in MSP. Bemidji will be adding an additional flight in July and August. He is still trying to work with SunCountry on a flight to Nashville. Phase II of the terminal project will be starting soon.

Public Comment

Mio questioned the community impact study saying that he believes it should not include Canada. Anderson responded saying that he disagreed. It is a regional airport that gets lots of use from Canadians. They impact our airport and should be included. We want to work together.

Adjourn, next meetings

Meeting was adjourned by the chair at 10:08a.m. The next regular monthly meeting of the commission will be May 23rd, 2018 at 8am in the County Board Room with FAA present.