

Airport Commission Meeting Minutes
May 9, 2024 – Owatonna Degner Regional Airport
“DRAFT”

1. Call to Order

Vice Chair Louris called the meeting of the Airport Commission to order at 5:00 PM.

2. Roll Call

Attending

Anthony Louris	Vice Chair
Tim McManimon	Commissioner
Paula Snitker	Commissioner
Daren Tarpinning	Commissioner
Dave Beaver	Airport Manager

Visitors

Melissa Underwood	SEH, Inc.
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3. Approval of Agenda

Commissioner Tarpinning made a motion to approve the agenda and Commissioner Snitker seconded the motion. The motion was approved.

4. Minutes

Commissioner Tarpinning made a motion to approve the minutes from the April 11, 2024, Airport Commission meeting and Commissioner Snitker seconded the motion. The motion was approved.

5. Action Items

Chair Reports

There were no Chair Reports.

Staff Reports

Airport Manager Beaver reported on airport activities and presented the combined aviation fuel volumes dispensed year to date. Combined aviation fuel volumes dispensed are up from the same period of time last year. There was a brief discussion on activity, flight training and business arrivals.

Mr. Beaver reported on airport operations including facility maintenance items, grounds, and navigational aids. There was a brief discussion regarding flight training and use of the Unicom traffic frequency at the airport by based Accelerated Aviation and Mankato State traffic.

2024 Air Race Classic (ARC) Event Update

Mr. Beaver provided an update on the upcoming Air Race Classic (ARC) event scheduled for June 18th-21st. Mr. Beaver explained that the promotional advertisements and race program submittals have been completed. The Owatonna Area Chamber of Commerce is also working on promotion and discounts for participants. Mr. Beaver presented a list of volunteers for the event with time slots for volunteers to sign up for in areas such as hospitality, transportation, and ground control. There was a brief discussion regarding the event.

Security Fence Project Update

Airport Manager Beaver gave an update on the security fence project and reported that the contractor has completed the installation of the majority of the fencing and gates. The contractor will be working on a few remaining personnel gates and gate operators. Other remaining items include installing the electrical and access control. Mr. Beaver explained that an update to users including instructions on use should be coming out soon.

Airport Commission Meeting Time

For other items, there was a discussion regarding the Airport Commission meeting time. After discussion, Commissioner McManimon made a motion to change the Airport Commission meeting time to 8:00AM on the second Thursday of each month to be regularly held at the Charles S. Crandall Center and alternatively at the airport conference room as needed and the motion was seconded by Commissioner Tarpinning. The motion was approved.

6. Adjournment

The Airport Commission meeting was adjourned at 5:55 PM with a motion made by Commissioner Snitker and seconded by Commissioner Tarpinning.