

City of Winsted  
Winsted Municipal Airport Commission  
Winsted City Hall Council Chambers  
Tuesday, December 8, 2009  
8:30 a.m.

Airport Commission Members Present: Russ Paschke  
Sarah Fasching  
Kevin Kubasch  
Dave Mochinski

Airport Commission Members Absent: Dave Millerbernd

Staff Present: Brent Mareck, City Administrator  
Dave Meyer, Public Works Supervisor  
Raquel Kirchoff, Administrative Assistant

1) Paschke called the meeting to order at 8:30 a.m.

2) Airport Commission Meeting Minutes

a) November 10, 2009

**Kubasch motioned to approve the November 10, 2009 Airport Commission Meeting minutes. Fasching seconded. Motion carried.**

3) Financial Report

Mareck presented the November, 2009 Financial Report.

4) Maintenance Report

Meyer presented the Maintenance Report and reported on the following:

- The condition of the runway regarding snowplowing.
- Meyer made the Commission aware that they marked the storm drains with orange markers.
- Paschke requested that the straw bails be added for the winter and Meyer responded that he would get them placed.
- Kubasch questioned what the plan was for the new grade that was put in and Meyer stated that Public Works is aware of all areas that should not be snowplowed and they will stay off of these areas.

5) Old Business

a) Airport Improvement Project

Mareck gave an update on the 2009 Airport Improvement Project and stated that the only outstanding issue is that a contractor damaged a vehicle belonging to Vince Burnhart, and that the settling process for this damage is slow. Jake Saulsbury, Bolton & Menk, Inc., has stated that the project will not be closed until this issue has settled.

b) Sky Diving Agreement

Mareck stated that Johnson has received the most recent version of the Sky Diving Agreement and that he has informed Johnson to contact him when he is ready to be present at another City Council meeting.

6) New Business.

a) Gas Pumps

Mareck stated that the Central Processing Unit (CPU) on the credit card system went down. Staff will work with MN/DOT to check on available grant funding.

7) No Other Business.

8) Adjournment

**Fasching motioned to adjourn. Kubasch seconded. Motion carried. The meeting adjourned at 8:50 a.m.**

Respectfully submitted,

*Raquel Kirchoff*

Raquel Kirchoff  
Administrative Assistant