

City of Winsted
Winsted Municipal Airport Commission
Winsted City Hall – Council Chambers
Tuesday, July 14, 2009
8:30 a.m.

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

Airport Commission Members Absent: Dave Millerbernd

Staff Present: Brent Mareck, City Administrator
Dave Meyer, Public Works Lead
Amanda Zeidler, Utility Billing & Payroll Clerk

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

2) Airport Commission Meeting Minutes

a) June 9, 2009

Fasching motioned to approve the June 9, 2009 Airport Commission Meeting minutes. Kubasch seconded. Motion carried.

3) Financial Report

Mareck gave the June, 2009 Financial Report.

4) Maintenance Report

Meyer gave the Maintenance Report.

- Gas fill cover for the fuel storage tank has been installed.

Paschke mentioned that an airport inspection was conducted by the Minnesota Department of Transportation on June 8, 2009.

5) Old Business

a) Land Leases

Mareck stated that all land leases and improvement fees have been received by the City.

b) 2009 Improvement Project

Mareck stated that a letter was mailed to all of the hangar owners giving an overview of the 2009 Airport Improvement Project. The letter also instructs the hangar owners to check the City of Winsted website for airport and construction updates.

6) New Business

a) Sky Diving Operation – Joe Johnson

Joseph F. Johnson was present to discuss his intentions of starting a skydiving operation and facility at the Winsted Municipal Airport. He has made contact with the Federal Aviation Administration (FAA) to get site recommendations for this operation. Short-term plans include operating out of an existing hangar at the airport and landing on airport property. Long-term goals include the purchase of land adjacent to airport property

with a separate facility to operate out of and the use of the airport would only be for take off and landing purposes. Johnson would eventually like to purchase an airplane and expand the operation. Johnson stated that he and his pilot have looked at the airport property and have found that it meets all of the requirements to conduct a safe skydiving operation, without affecting current flight activity. Johnson also gave background information about himself and his skydiving career. He stated that he would like to have the operation running by Spring, 2010.

Mareck presented recommendations from Flagship Insurance and the League of Minnesota Cities regarding insurance requirements, as well as correspondence with Airport Engineers from Bolton and Menk, Incorporated to ensure compliance with Federal Aviation Administration (FAA) airport grant assurances.

The Airport Commission scheduled an informal meeting at the Airport Office with Johnson and hangar owners to discuss the skydiving proposal. The meeting date is set for Monday, July 27, 2009 at 9:00 a.m. Final approval for the skydiving operation must be sought from the Winsted City Council.

7) Other

No other business.

8) Adjournment

Fasching motioned to adjourn. Kubasch seconded. Motion carried.

Respectfully submitted,

Amanda Zeidler
Utility Billing & Payroll Clerk