



Regular Meeting Minutes for January 18, 2024

- CALL TO ORDER** Chair Arndt called the meeting to order at 3:30 p.m.
- ROLL CALL** Chair Arndt and Commissioners Stooksbury, DiMartino, Williams, Krenning, Marsh, and Burgener were all present.
- PUBLIC COMMENT** Ryan Carlson introduced himself, advocated for stakeholder input and the dissemination of information to Commissioners prior to decision-making deadlines, and commended the Airport Operations team for their work during the last snowstorm.

CONSENT AGENDA

Commissioner Stooksbury moved to approve the Consent Agenda items 1, 3, and 5. The motion, seconded by Commissioner Williams, carried with all Commissioners present voting in favor thereof.

Pulled Items: 2 and 4

Consent Follow up: Chair Arndt requested a formal discussion regarding the Airport Director position at the next Commission meeting.

Commissioner Stooksbury requested that staff verify an N-number for the hangar at 5247 Northrop Street to maintain compliance with the lease assumption agreement.

Commissioner Krenning exited the meeting.

Public Comments: None

Commissioner Williams moved to approve the Consent Agenda item 2. The motion, seconded by Commissioner Krenning, carried with all Commissioners present voting in favor thereof.

Commissioner Stooksbury moved to approve the Consent Agenda item 4. The motion, seconded by Commissioner Williams, carried with all Commissioners present (with the exception of Krenning) voting in favor thereof.

Commissioner Krenning re-entered the meeting.

AIRPORT DIRECTOR'S REPORT HIGHLIGHTS

C-hangar repairs began on January 12th with empty hangars. Once the empty hangars are complete, they will be used for storage while occupied hangars are being repaired. The environmental review for A and B hangars in complete and some mitigation of



hazardous materials is required before demolition.

A non-binding Letter of Intent will be presented to the Commission for the Raytheon/Frequentis to move forward as a vendor on the Digital Tower Project

Vertical steel erection is complete for the terminal project.

Coring and sampling is complete for the taxiway rehabilitation project.

REGULAR AGENDA

6. Non-Binding Letter-of-Intent for Discussions Regarding Digital Tower System

Dave Ruppel, Interim Airport Director, presented this item in accordance with the staff report. The letter addressed to Collins/Frequentis is non-binding and would allow them to enter into more formal discussions which include providing a Rough Order of Magnitude estimate of system costs and an estimated timeline to support establishing a Digital Tower system. More information regarding the company's investment in this project and an outline of where the decision-making points are can be provided after the letter is submitted.

Chair Arndt requested that the letter be amended to make the Airport Director the point of contact.

Commissioner Krenning moved to approve the letter with the suggested amendments. The motion, seconded by Commissioner Marsh, carried with all Commissioners present voting in favor thereof.

7. Strategic Planning Meeting Coordination

Dave Ruppel, presented this item in accordance with the staff report.

Commissioner Williams moved to approve the special meeting on February 15th at 12 p.m. The motion, seconded by Commissioner Marsh, carried with all Commissioners present voting in favor thereof.

8. Airport Commission Meeting Remote Participation

Francis Robbins, Airport Operation and Maintenance Manager, presented this item in accordance with the staff report. Fire Station #10 and the NCLETC facilities were discussed as possible options to resolve the seating capacity concerns if the virtual option does not alleviate the issue.

Public Comment:

- Ryan Carlson spoke in favor of having the option to call in and listen to the meetings.
- Martin Lind agreed with Mr. Carlson and spoke in favor of



relocating the meetings to a more comfortable venue.

Chair Arndt spoke in opposition of setting up video and visual recording capabilities for the meetings.

Commissioner Williams moved to approve the options of providing webinar-style participation on the Zoom platform with audio and visual presentation slides. The motion, seconded by Commissioner DiMartino, carried with all Commissioners present voting in favor thereof.

9. PDSC Membership and Charter Updates

Aaron Ehle, Airport Planning and Development Specialist, presented the item in accordance with the staff report and recommended that Rick Turley be appointed as the FNL Pilot Association's PDSC representative. The subcommittee was originally established to add bandwidth to the development process and help manage the workload of the Commission and staff. Commissioners are encouraged to appoint a Commission Liaison to the PDSC and attend meetings.

Public Comment:

- Martin Lind encourage the Commission to abandon or suspend the PDSC until the governance study is complete.

Commissioner Marsh recommended that the Commission determines topics for the PDSC meetings.

Commissioner Stooksbury recommended that a summary of the PDSC meetings be included in the Director's Report.

Chair Arndt recommended waiting to approve the Charter bylaws until the next meeting.

Commissioner Williams moved to appoint Rick Turley to the PDSC. The motion, seconded by Commissioner Stooksbury, carried with all Commissioners present voting in favor thereof.

Agenda items 10 and 11 were tabled due to time constraints.

10. Business from Members

Commissioner DiMartino requested information be brought to the next meeting regarding what is required to immediately hire a new Airport Director.

ADJOURNMENT

Chair Arndt adjourned the meeting at 5:05 p.m.



Respectfully Submitted,



Commission Chair, Jeni Arndt