



AIRPORT COMMISSION MEETING

Thursday, November 13, 2025 at 8:00 AM

Owatonna Degner Regional Airport

James Keltgen Commissioner

Greg Krueger Commissioner

Justin Lindee Chairman

Angie Lipelt Commissioner

Paula Snitker Commissioner

Sharon West Commissioner

Matt Thurnau Vice Chairman

Dave Beaver Airport Manager

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Approval of Last Meeting Minutes

4.a. Airport Commission Minutes - September 18, 2025

5. Action Items

5.a. Chair Reports

5.b. Staff Reports

5.c. Automated Fueling Card Reader Replacement Project Update

5.d. Airport Zoning Update

6. Adjournment

Airport Commission Meeting Minutes
September 18, 2025 – Charles S. Crandall Center – Meeting Room, City Hall
“DRAFT”

1. Call to Order

Chair Thurnau called the meeting of the Airport Commission to order at 8:02 am.

2. Roll Call

Commissioners Attending

Anthony Louris	Vice Chair
Dave Purscell	Commissioner
Matt Thurnau	Chair
Madeleine Haberman	Commissioner
Greg Krueger	Commissioner
Daren Tarpenning	Commissioner

Commissioners Absent

Tim McManimon	Commissioner
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Staff Attending

Dave Beaver	Airport Manager
Troy Klecker	Community Development Director
Kristen Kopp	Senior Administrative Technician

Visitors Attendings

Melissa Underwood	SEH, Inc.
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3. Approval of Agenda

Commissioner Haberman made a motion to approve the agenda and Commissioner Krueger seconded the motion. All Commissioners voting Aye, the motion carried.

4. Minutes

Commissioner Louris made a motion to approve the minutes from August 21, 2025, Airport Commission meeting and Commissioner Haberman seconded the motion. All Commissioners voting Aye, the motion carried.

5. Action Items

Chair Reports

None

Staff Reports

Airport Manager Beaver said activity continues to be brisk. Mr. Beaver presented the fuel volumes dispensed and reported that jet fuel numbers are up year to date. Accelerated Aviation is currently focusing a little more on multi-engine training. Regarding administrative items, he reported that staff has been working on the 2026 Budget. Klecker said the City Council approved an overall preliminary levy of 13% with a 4 to 3 vote. We might have to make some cuts, including possibly putting off the terminal roof with the \$60,000 local match. The roof is due, but there is not an urgent problem or leaking now and we can probably wait a year on that. He said the main hangar roof and dome hangar bi-fold hangar door are more of a priority that are already included in the 2025 CIP budget. Mr. Beaver reported that Council approved a consent agenda item for a new T-hangar rental tenant. The pending Accelerated Aviation lease agreement for renewal and aircraft maintenance service will probably go to the next City Council meeting. There was a delay as a review was being completed confirming hangar occupancy classification.

Operationally, staff are just catching up with the mowing and grounds work as it's been so wet. The new mower is in the shop due to an alignment issue, which is covered by warranty. Staff are working on painting the walkway lighting fixtures for the T-38 display to complement the completed work from Apex Painting this summer on the aircraft part of the display. Commissioner Krueger said that the display looks very nice and asked if the Commission could send a thank you letter to Kevin Oyloe for all the work he did and how well they turned out. Thurnau said he can draft something and send it to Beaver. Thurnau asked how the new key cards are working with the automated vehicle gates. Beaver said they are working well, and he's received positive feedback from hangar tenants. Tarpenning asked where they're at with lease agreements policy review process. Beaver said that it is still a priority but needs to be completed as time permits. Purscell said that the Hangout at the Hangar was very well attended this last month.

Airport Parking Lot and Taxi Lane Reconstruction Project Update

Beaver said that City Council did approve a Resolution authorizing the acceptance of the FAA grant for this project at their last meeting. Ulland Brothers was awarded the contract earlier in the year contingent on receiving the required FAA and MnDOT grant agreements. This is late in the year for FAA grant issuance and offers just started to come into state airports last week. Airports lose a lot of time in construction season due to these delays. The State companion grant is anticipated to follow. The construction timing is tight due to the funding delays. There will have to be a pre-construction conference once the State grant is approved. Melissa Underwood said that everything is lined up with the contractor, they just need a formal go after the grant issuance and approval process is complete. Underwood reported that we've never seen grants this late, but our goal is still to do the project this calendar year. If not, the contractor has agreed to hold bid prices even if it did have to be pushed into the spring of 2026, but we would all prefer not to wait. Beaver said the construction project is anticipated to take 18 days, which still may be possible before weather conditions prohibit starting the pavement work.

Airport CIP Project Update

Underwood said that pre-applications for next year's projects are due October 1. She said the two other state projects that have already been approved for 2025 are updates to the Airport Zoning Ordinance and the Automated Fuel Card Reader. The state has accepted the requests, but we still have to do the grant applications and those are due before the end of

November. There was a discussion regarding the airport zoning update. Beaver said that the existing ordinance was completed in 1998 and is due for updates to accommodate for future development and continue to protect for obstruction hazards and non-compatible land uses. Beaver said that projects such as windfarms and other development projects are commonly reviewed to ensure compliance with airport zoning. Klecker said land just north of 26th Street was purchased by a conservation organization and given to the City to be a part of future park system. That will help us to preserve airspace for the extended runway.

6. Adjournment - Chair Thurnau adjourned the meeting at 8:36 am.