



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
Airport Board

Mora City Hall  
101 Lake Street S  
Mora, MN 55051

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Tuesday, September 14, 2021

5:00 PM

Mora City Hall

<i>City of Mora Code of Ordinances, Chapter 32: The role of the Airport Board is to be a recommending advisory body to the City Council regarding all aspects of airport land use, airport operations, and airport capital improvements.</i>
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1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Minutes
5. Airport Engineering Consultant Report
6. 2021 Fly-In
7. Reports
8. Adjournment



City of Mora  
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Background Information  
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1. Call to Order.
2. Roll Call. Jody Anderson, Karla Kastenbauer, Stefan Salmonson, and Nick Stafford.
3. Adopt Agenda. *(No item of business shall be considered unless it appears on the agenda for the meeting. Board members may add items to the agenda prior to adoption of the agenda.)*
4. Minutes. See attached minutes from the July 13, 2021 meeting.
5. Airport Engineering Consultant Report. Lindsay Reidt of SEH will be present to provide an update on the 2021 taxilane rehabilitation project.
6. 2021 Fly-In. The board will finalize preparations for the fly-in scheduled for Saturday, September 18, 2021, 8:00 am – 12:00 pm.
7. Reports. *(In addition to the items listed below, each board and staff member will be given the opportunity to share information.)*
8. Adjournment. The next regular meeting is scheduled for Tuesday, October 12, 2021 at 5:00 pm.

**City of Mora, MN  
AIRPORT BOARD  
Meeting Minutes**

**July 13, 2021**

Present: Jody Anderson, Karla Kastenbauer, Stefan Salmonson and Nick Stafford  
Absent: Ryan Martens  
Staff Present: Joe Kohlgraf  
Others Present: Micah Rogers

1. Call to Order. Stafford called the meeting to order at 5:01 pm.
2. Roll Call.
  - Anderson – Present
  - Kastenbauer – Present
  - Martens – Absent (excused)
  - Salmonson – Present
  - Stafford – Present
3. Adopt Agenda. Motion by Kastenbauer, second by Anderson to adopt the July 13, 2021 meeting agenda. All present voted aye, motion carried.
4. Minutes. Motion by Anderson, second by Salmonson to approve the June 8, 2021 meeting minutes as presented. All present voted aye, motion carried.
5. 2021 Fly-In. Kohlgraf reported that Martens had shared with him that the Mora Lions Club had confirmed their availability to serve breakfast at the 2021 fly-in. Salmonson inquired if there were any planned events for the evening prior to the fly-in; Stafford shared that certain local pilots would be out of state and unable to plan or participate in Friday evening events. The board briefly discussed the recent fly-in event at the Isle Airport, with Stafford sharing that 68 aircraft and 650 attendees were reported to have participated. Kohlgraf reported that he had several items arranged for the upcoming event, including porta potties, tables, and garbage receptacles. Salmonson and Kohlgraf briefly discussed preparations for Hawk Aviation. Kohlgraf shared that he had not reached out to any specialty aircraft groups, but suggested that he may contact the T-6 group that had participated in past events; Stafford commented that he would provide Kohlgraf with contact information. Kohlgraf said that he would speak with Martens to confirm Life Link's participation. Stafford commented that the Duluth Air Wing had recently been doing fly-overs with F-16s at various events and parades, and suggested reaching out to see if they may be available for the September 18<sup>th</sup> event; Salmonson offered to reach out to an acquaintance who may be affiliated with the Duluth Air Wing.
6. Reports.
  - a. Airport Engineering Consultant Report. The Airport Board received written updates from Lindsay Reidt of SEH regarding the status of the 2021 Taxilane Rehabilitation and Wind Cone Project and the 2020 Crack Seal Project. Kohlgraf added that blacktop work for the 2021 project had been pushed out until fall and that the 2020 project was complete. Stafford asked

for an update on 2021 funding; Kohlgraf shared that the recent threat of a state shutdown may have caused a delay and he had not yet heard about funding for the 2021 project.

- b. Hangar Land Lease Agreement. The Airport Board received a written update explaining that the City Council would be reviewing the Airport Board's proposed changes at their August work session.
- c. 2021 Fly-In, Continued. Stafford suggested contacting the individuals that parachuted into the 2020 fly-in to see if they were available for the 2021 event.
- d. Airport Manager Report.
  - Kohlgraf reported that there was a leaky fitting at the airport and he was looking at options to replace fuel lines from the tank to the pump. Kohlgraf provided background on the fuel leak problem and described options for repair. Kohlgraf added that the fuel pumps would likely be out of service for a period of time in order to make necessary repairs. Salmonson asked if the city could utilize temporary fuel tanks while the pumps were out of service; Kohlgraf responded that the largest tank available was 500 gallons and he wasn't sure about the logistics.
  - Kohlgraf reported that Life Link was going to become more visible at the Mora Municipal Airport as they needed to find a new source of fuel and made the decision to utilize the Mora airport.
  - Kohlgraf reported that he anticipated an uptick in aircraft traffic at the Mora Municipal Airport due to an increase in performances at Grand Casino. Anderson suggested promoting use of the airport on social media to create awareness about the importance of the facility; Kohlgraf responded that he believed the city could promote use of the airport but recommended not using any specific names.
  - Kohlgraf reported that the courtesy car was back in service and was already getting quite a bit of use.

7. Adjournment. Motion by Kastenbauer, second by Salmonson to adjourn the meeting. All present voted aye and the meeting adjourned at 5:21 pm.

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Nick Stafford, Chair

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Beth Thorp, Secretary

# MORA FLY-IN

## with Static Tractor Display and Pancake Breakfast

Brought to You by the City of Mora and the Airport Advisory Board

**Saturday, September 18, 2021, 8:00 am—12:00 pm**

located at

**Mora Municipal Airport (KJMR)**

**CTAF 122.8 Weather 123.925**

### Scheduled Events

**8:00 am—Presentation of Colors by the American Legion Club of Mora**

**8:05 am—Pancake Breakfast Served by the Mora Lions Club**

**\$6 / Person and Pilots in Command Eat Free**

**10:00 am—Paper Airplane Contest with Prizes for Youth**

### Other Attractions and Details

**FREE Admission • 5¢ Discount on Aviation Fuel on Day of Event**

**Airplane Rides Available from Hawk Aviation for \$35 per person**

**Static Tractor Display—with all tractor owners invited to participate**

**Airport Equipment on Display • Free Gifts for Youth and Adults**

**Event is Rain or Shine**

An inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending the event, you voluntarily assume all risks related to exposure to COVID-19. Attendees are encouraged to take everyday preventive actions to help prevent the spread of respiratory illnesses including: stay home if you are sick, practice social distancing, wear a face mask, cover coughs and sneezes, and clean your hands often.

Joe Kohlgraf, Airport Manager | [Joe.kohlgraf@cityofmora.com](mailto:Joe.kohlgraf@cityofmora.com) | 612-390-8217

100 LL and Jet A fuels available

Event Sponsors & Supporters:

**Kwik Trip**

