

City of Mora, Minnesota
Airport Board Meeting Minutes
July 12 , 2022

Pursuant to due call and notice thereof Board Chair Nick Stafford called to order the regular meeting of the Airport Board at 5:00 pm, on Tuesday, July 12, 2022, in the city hall council chambers.

2. Roll Call: Present; Chair Nick Stafford, Jody Anderson, Dave Gunderson, Karla Kastenbauer, Stefan Salmonson.

Staff Present: City Administrator Glenn Anderson, Airport Manager Joe Kohlgraf, and Deputy Clerk Mandi Yoder.

3. Adopt Agenda: MOTION made by Kastenbauer, seconded by Salmonson, and unanimously carried to adopt the agenda as presented.

4. June 14, 2022 Minutes: MOTION made by Anderson, seconded by Kastenbauer, and unanimously carried to approve the June 14, 2022 regular meeting minutes as presented.

5. Old Business:

- a. Fly In: Kohlgraf reported communicating with Minnesota Flyer magazine to ensure the advertisement for the JMR Fly-in would be included, the Lions Club was on board for the pancake breakfast and would charge \$8.00 per plate, bathrooms, trash cans, and tables were lined up. Kohlgraf stated he would order fuel for the day to meet the needs of those attending, and that T-6's would be there and would each receive 50 gallons of fuel for participation.

Salmonson announced his company would be donating a battery-operated, remote-controlled airplane for the individual that would win the paper airplane flying contest.

- b. Airport Lease Agreement: G. Anderson suggested a committee of two board members and two staff members meet to review the leases and report back to the board with recommended lease agreement amendments. Board members Stafford, Kastenbauer, and Gunderson requested to meet on July 21, 2022, at 4:00 pm in the city hall council chambers to review the lease. J. Anderson requested the board review the lease agreement during the meeting.

After the board reviewed the airport lease agreement up to page 5, the third paragraph, *b. City Remedies. (1)*. The following items were suggested for amendments to the airport lease agreement:

Page 2, 8. Construction of Private Buildings on Premises, subsection a. The last sentence in the paragraph stated: "Any building constructed shall be used for the

sole purpose of storage of aircraft registered or leased to the Tenant and related aviation purposes.” The board consensus was for the last sentence to read as follows: *“Any building constructed shall be used for the majority purpose of storage of aircraft.”*

Page 4, 12. *Default. subsection a. Events of Default, (5)*: Regarding insurance, the board consensus was to send a courtesy letter of reminder from the City of Mora to the lessees, reminding the lessees to provide a copy of a certificate of insurance or proof of insurance, naming the city as co-insured, to the City. It was discussed the reminder letters be sent out annually in January.

Page 5, *subsection b. City Remedies. (1)*: The last two sentences of the paragraph stated, *“... City may enter the Premises for such purpose and take such action as it deems necessary to cure the default. This entry is not an eviction of Tenant or a termination of this Lease;”* Discussion ensued regarding privately owned hangars. The board consensus was to add “an exception is a privately owned hanger.” The board recommended the last two sentences of this paragraph shall read as, *“... City may enter the Premises for such purpose and take such action as it deems necessary to cure the default; the exception is a privately owned hangar. This entry is not an eviction of Tenant or a termination of this Lease;”*

MOTION was made by Salmonson, seconded by Kastenbauer, and unanimously carried to table the remaining lease agreement review, starting with page 5, fourth paragraph, *b. City remedies, (2)*, at the next regular airport board meeting on Tuesday, August 2, 2022 at 5:00 pm.

6. New Business:

- c. Barbecued Ribs: Tom Youngblom made a presentation to the board regarding the opportunity to have a barbeque rib smoking contest at future fly-ins. The board discussed the time frame of serving after the Lions Club so as not to compete with the Lions Club, making the fly-in an in depth, all-day affair. Youngblom also explained the logistics for a barbecue rib contest, the time needed to cook and legal requirements for food service, and stated advertising was key for a successful event. The board debated and the consensus was for an organization to do the rib contest as a fundraiser. Youngblom volunteered to organize and oversee the barbecue rib contest and fundraiser.

Other ideas such as a dunk tank, hot air balloon, car show, corn-hole game tournament, and one-man bands were mentioned. The board suggested the local boy scout troop and/or a similar group organize and lead the corn hole tournament as a fund raiser and for G. Anderson to check into the hot air balloon.

Consumption of alcoholic beverages was assessed, and the board consensus was that the barbecue teams competing could consume alcohol, allowed in personal coolers for self-consumption, but no alcohol distribution to the public would be

permitted. The board consensus was to move forward with the barbeque rib contest for the 2023 fly-in, and to include a corn hole game competition.

7. Verbal Reports

- d. Staff: Staff had nothing new to report.
- e. Committee members: No reports were given.

8. Adjournment: MOTION made by Kastenbauer, seconded by Salmonson, and unanimously carried to adjourn the Airport Board meeting at 4:59 pm. The next regular meeting was scheduled for Tuesday, August 2, 2022, at 5:00 PM.

Commission Chair

Attest: _____
Kirsten Faurie, Community
Development Director