Meeting Agenda
City of Mora, Airport Board
5:00 p.m. Tuesday, July 11, 2023
Mora City Hall

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.

1. Call to Order

2. Roll Call: ☐ Sadie Broekemeier ☐ Stefan Salmonson ☐ Dave Gunderson
   ☐ Karla Kastenbauer ☐ 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
   a. Approve minutes from May 9, 2023

5. New Business (none)

6. Old Business

   a. Fly-In

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 meeting of the Airport Board is scheduled for **5:*00 p.m. August 8, 2023***

Meeting Minutes

5:00 p.m. Tuesday, May 9, 2023

Mora City Hall, 101 Lake St. S, Mora, MN

Pursuant to due call and notice thereof Nick Stafford called to order the regular meeting of the Airport Board at 5:03 p.m., on Tuesday, May 9, 2023, in the Mora City Hall council chambers.

2. Oath of Office: Dave Gunderson took the oath of office.

3. Roll Call: Present: Karla Kastenbauer, Stefan Salmonson, Nick Stafford, Sadie Broekemeier, Dave Gunderson

Absent: None

Staff Present: City Administrator Glenn Anderson, Community Development Director Kirsten Faurie, Airport Manager Joe Kohlgraf

4. Adopt Agenda: MOTION made by Kastenbauer, seconded by Broekemeier, and unanimously carried to adopt the agenda.

5. Minutes: MOTION made by Broekemeier, seconded by Kastenbauer and unanimously carried to approve the minutes from February 14, 2023 as presented.

6. New Business:

a. Fly-In: The board discussed plans for the 2023 Mora Fly-In and divided some of the event responsibilities. The date of the event will be Saturday, Sept. 16, 2023. The board decided Kastebauer would reach out to Tom Youngblom to see if he was still interested in hosting a BBQ Rib event at the fly-in knowing that last year Youngblom did ribs for the City's Fall Fest which is only one week after the Fly-In. Faurie would invite the Boy Scouts to set up a table or participate. Broekemeier volunteered to help prepare flyers for Mora Elementary School's backpack flyer program. Kastenbauer would communicate with Sheriff's Office Reserves regarding directing traffic and parking. Gunderson would contact Hawk Aviation; Kohlgraf would contact the North Memorial Helicopter.

b. Gunderson reported he had been approached by a farmer asking to cut grass at the airport for hay. Kohlgraf said the farmer would have to get a lease from the city to do any kind of farming on city land, but because of FAA rules the grass at the airport would need to be cut shorter and more frequently than would be desirable for hay farming. It could also create additional liabilities due to its proximity to the runway.

7. Old Business: (none)

8. Reports: Kohlgraf provided the board with a verbal update. Crack filling has started at the airport. The crosswind runway has been rolled. The taxi lane reconstruction project is coming up. A fuel system upgrade is also coming up. He is working on an airport runway grant which the needs additional justification for the FAA. Staff is working on straightening the beacon. Staff

is also looking to do some repair near of the hanger ramps, and improving the lighting in the area. Kohlgraf asked that any trouble with birds on the runway be reported to him.

9. Adjournment: MOTION made by Gunderson, seconded by Salmonson and unanimously carried to adjourn the Airport Board meeting at 5:28 p.m.

The next regular meeting of the Airport Board is scheduled for **5 p.m. Tuesday, June 13, 2023.**

_____ Attest: _____
Board Chair   Kirsten Faurie, Community
                                                                                         Development Director