



**Commission Minutes**  
**for**  
**Regular Session Meeting**  
**(September 19<sup>th</sup>, 2007)**

**Commission Members Present:** Marshall Froyd (Commission Chairman)  
 Nancy Erickson (City Council)  
 Ron Johnson (City Council)  
 Ron Otterstad (County Commission)  
 Jack Frost (County Commission)

Harold Van Leeuwen (Secretary)(Airport Manager)

**Commission Members Absent:** None

**Others Present:** Mike Karvakko (Karvakko Engineering)  
 Tom Angus (HNTB)  
 Larry Diffley (Bemidji Aviation)  
 Cori Rudd (Bemidji Aviation)

**Approval of Minutes:** The minutes for the August 15<sup>th</sup>, 2007 regular session, August 28<sup>th</sup> and September 4<sup>th</sup> special sessions were presented for review and approval by Manager Van Leeuwen. Motion to approve the minutes as written was made by Commissioner Frost and seconded by Commissioner Erickson. All approved vote aye. Minutes for August 15<sup>th</sup>, regular session, August 28<sup>th</sup>, and September 4<sup>th</sup>, 2007 special sessions were approved as written.

**Approval of Bills for Payment:** Bills in the amount of \$2,058,326.01 were presented for payment by Manager Van Leeuwen with payment of the invoices listed below contingent on receipt of grant payments from MnDot office of Aeronautics. Motion to approve payment with the condition of payment of those listed below was made by Commissioner Erickson, seconded by Commissioner Otterstad. All presented voted aye. Motion to pay the bills as presented approved. Payments contingent on receipt of grant payment are:

Ck #	Name	Amount
6619	NorthStar Materiels, Inc	\$ 1,825,765.74

## Reports:

Enplanements: Manager Van Leeuwen informed the commission that enplanements were significantly down for September as a result of the planned closure for construction, but that they were even more affected by the cancellation of flights by Northwest resulting from the runway closure at MSP.

Budget: Mr. Maas provided the commission the monthly report but was not present to discuss since it was not the end of the quarter. In providing the report for distribution to the commission Mr. Maas did not indicated areas of immediate concern.

Project updates: Manager Van Leeuwen provided the following updates for the ongoing projects.

### AIP – 17: Runway 31/13 and associated taxiways and lighting.

Closure and reopening occurred on time and as scheduled, paving is ongoing along with the associated electrical work. Overall project is tracking on schedule.

He previously requested from the commission approval of the progress payment of \$1,825,785.01 to Northstar as a part of the approval of the monthly bills for September.

### MALSR for Runway 13:

That we have begun discussion with the Blacks on purchasing the property that is within the Zone A and the light plane of the MALSR. Next step is to get appraisal. Manger Van Leeuwen informed the commission that he had contacted Kim Johnson and requested she complete and provide an appraisal of the property. He went on to say the FAA is willing to assess the possibility of including the land purchase in the current grant if excess funds exist.

## Continued Items:

### Air Service Recruitment and Marketing Effort:

Manager Van Leeuwen reported to the commission that he had met with Mr. DeCosta on September 14<sup>th</sup> and discussed the priorities. He stated that they were a second carrier as the first priority and then additional flights by NWA, followed by additional capacity inbound at night and outbound in the AM.

### NWA Lease Agreements:

Manager Van Leeuwen informed the commission that all of the affected airports had met on September 5<sup>th</sup> with Mr. DeCosta. He also went on to state that MnDot Aeronautics had agreed to fund 70% of the cost of the lease development agreement with Mr. DeCosta, airports providing the local share will be BJI, BRD, DLH, HIB, INF, STC and TRV. The total cost will be \$8550 of which the State will

provide \$5950 via the grant and the local share of \$2550 will be provided equally by the local participating airports.

*DreamCatcher Aviation:*

The following information was provided as an update on the DreamCatcher Aviation economic effort. First, a temporary Board Chairman was installed and that it is Mr. Bruce Booth. Second, that Mr. Goodman was progressing with the funding commitments and that currently approximated \$25M of the needed \$30M had been identified.

*Best Practice:*

Manager Van Leeuwen told the commission that the fly-around was to be planned for the first part of October, Mr. Diffley suggested that the following airports be visited, Thief River, International Falls, Hibbing, Brainerd, St Cloud and Fergus Falls.

**New Items:**

*FAA Reauthorization Bill Status:* The commission was informed that the bill contained the earmarks for the Expansion and design of the terminal along with the Transportation and Commerce Bill including the earmark for the infrastructure in the West JOBZ area. Both marks are for \$500K.

*State Legislative and Aviation Funding (Tax Study group):* Manager Van Leeuwen told the commission of that the Co-Chairs for the Legislative Study group had been appointed and that he was the primary MCOA representative to the group with Mr. Towell of St Cloud Airport the alternate. No meetings have been scheduled yet. He also stated that the Aviation Legislative Affairs Group had met on September 18<sup>th</sup> to begin the development of the agenda for action for the upcoming session.

**Miscellaneous:** None

**Chairman's comments:** Next Meeting to be October 17<sup>th</sup>, 2007 in the conference room.

**Adjourn:** Motion to adjourn made by Commissioner Otterstad seconded by Commissioner Frost, all present voted aye. Meeting adjourned at 18:10 (L)

Respectfully submitted

Harold M. Van Leeuwen, Jr  
Manager, Bemidji Regional Airport