



**METROPOLITAN AIRPORTS COMMISSION
AIRLAKE AIRPORT ADVISORY COMMISSION
MEETING MINUTES**

Thursday, June 13, 2024, 4:00 p.m.
Lakeville City Hall
20195 Holyoke Avenue, Lakeville, MN 55044

The meeting started at 4:00 p.m. In attendance in-person or by teleconference were:

Representatives: J. Bermel, City of Lakeville; K. Bernhjelm, City of Farmington; B. Eilers, Eureka Township; T. Fitzhenry, Airport User; A. Forsberg, Aloft Aviation; T. Goodroad, City of Lakeville; S. Guetter, Pilot; K. Jech, Lakeville Area Chamber of Commerce; E. Laberee, Dakota County; P. Moynihan, Pilot; D. Wolbert, Pilot

MAC Staff: K. Fisher, Attorney, J. Lewis, Community Relations Coordinator, C. Metcalfe, Community Relations Assistant Manager, M. Ross, Community Relations Manager; S. Seefeldt, Airport Manager – Airlake Airport, K. Verdeja, Recording Secretary

Others: A. Alwin, pilot, N. Modders, pilot, C. Gardner, Metropolitan Council

A quorum of at least three User Representatives and three Public Representatives was established for the Airlake Airport Advisory Commission (ALAAC).

1. Welcome and Introductions

John Bermel, Co-Chair, called the meeting to order at 4:00 pm. There was a total of 20 participants.

2. Agenda Discussion

Chair Bermel reviewed the agenda. There was no discussion.

3. Consent Items

Chair Bermel also opened a discussion regarding approving the minutes from the committee meeting on March 14, 2024. There were no changes.

**Representative Moynihan moved and Representative Wolbert seconded to:
Approve the Agenda for today's meeting, June 13, 2024; and
Approve the Minutes from the March 14, 2024 meeting as presented.
The motion passed by unanimous vote.**

Approved 12-12-2024



4. Public Comment

Chair Bermel introduced the public comment period and reminded attendees of the ground rules for public comment. There were no comments made.

5. Radio Frequency Change Update

Co-Chair Fitzhenry introduced **Nick Modders, pilot**. **Mr. Modders** defined the Common Traffic Advisory Frequency (CTAF). The Metropolitan Airports Commission (MAC) is the Federal Communications Commission (FCC) License holder for the CTAF at Airlake Airport (LVN). It is available at all non-towered airports in the United States. It allows pilots to communicate amongst themselves at each airport. There are seven radio frequencies allocated by the FCC for these purposes. There are eight airports nearby that share the frequency of 123.000 MHz. **Mr. Modders** explained the current challenges faced by the airport with the frequency usage. He noted there is one frequency that does not have any other airports on it. Frequency 123.075 has no other airports within a few hundred miles. **Mr. Modders** recommended that the Metropolitan Airports Commission approve the request to change frequencies from 123.000 to 123.075.

Representative Wolbert asked if 122.8 was an option that was researched. That was the original frequency when the airport opened.

Chair Bermel asked if there was a training process for pilots. **Representative Guetter** also commented that pilot training should also include the training on the usage of the air frequency and standard radio phrasing.

Representative Wolbert moved **Representative Guetter** seconded that:

Sam Seefeldt, Manager – Airlake Airport, move this discussion forward to MAC staff for next steps.

The motion passed unanimously.

Christopher Gardner, Metropolitan Council, noted that Minnesota State University, Mankato, is in the process of changing its frequency from 123.000.

6. Airport Manager Update

Sam Seefeldt, Manager – Airlake Airport, reviewed the two current construction projects at the airport. He also noted that the maintenance building and some drainage issues are being worked on. There has been no progress on the runway extension Environmental Assessment (EA). Brian Ryks, Executive Director and CEO, and Roy Fuhrmann, Chief Operating Officer, have met with the Regional FAA Administrator regarding the EA and **Mr. Seefeldt** hopes to have an update at next ALAAC meeting.



Representative Fitzhenry asked about other areas of the airport regarding drainage issues. **Mr. Seafeldt** acknowledged that several areas at the airport need drainage assistance.

Mr. Seafeldt met with **Representative Eilers** yesterday to give a personal tour. He then invited any new member to attend.

Mr. Seafeldt responded to an inquiry from **Representative Wolbert** about a stop date for the EA project noting he was not aware of any stop date.

Mr. Seafeldt spoke about the rate increase at the commercial tenants at each reliever airport. More information will be coming out on this topic. There will be a public hearing scheduled shortly.

7. Noise Complaints Summary Q1 2024

Jennifer Lewis, Technical Advisor, summarized the Airlake Airport (LVN) Aircraft Operations for Q1 2024. She also explained the Metropolitan Airports Commission Noise and Operation System ([MACNOMS](#)) tool. **Ms. Lewis** stated there was 1 noise complaint during the quarter.

Sam Seafeldt, Manager – Airlake Airport, noted that 8006 operations and 39 nighttime operations were recorded for Airlake Airport during the first quarter of 2024.

8. Noise Abatement Recommended Practices

Jennifer Lewis, Technical Advisor, reviewed the Noise Abatement information and best practices. She noted that the update would ensure the measures are relevant and practical and that the terminology is consistent with guidance provided by the Federal Aviation Administration. These recommendations are sought under the 2024-2025 ALAAC Work Plan.

Ms. Lewis recommended two options for a title change to the document. She also reviewed the Airlake Airport (LVN) Fly Neighborly Guide.

Representative Eilers recommended that the title “Best Practices” be used instead of “Information”.

Representatives Forsberg and **Wolbert** both asked that the verbiage “when practical” be used regarding the maintenance runups. After discussion and clarifications, a recommendation was made to the maintenance runups verbiage.



Representative Wolbert moved and Representative Forsberg seconded to:

Recommend the Metropolitan Airports Commission finalize and publish an update of the Airlake Airport Noise Abatement Best Practices (new title), including the modifications discussed in the following sections: airport maintenance run-ups, take-off and runway, traffic pattern area, and nighttime operations.

The motion passed by unanimous vote.

9. Airport 101/Tour Discussion

Sam Seefeldt, Manager - Airlake Airport. mentioned that Airport 101 and Tours were discussed at previous meetings of this group. He offered the option of a tour to take place before or after the ALAAC Meeting on September 12, 2024. **Mr. Seefeldt** also noted that Airport 101 (an introduction to Airlake Airport) would be presented at the September 12, 2024 meeting. Lastly, **Mr. Seefeldt** recommended that new members and alternatives meet one-on-one with the Airport Manager for an Airport 101 presentation.

Michele Ross, Manager – Stakeholder Engagement, noted that the tour's timing was chosen due to staff capacity.

10. Upcoming Events

Sam Seefeldt, Manager – Airlake Airport, noted that on June 16, there is an EAA Chapter 25 Father's Day breakfast. He also noted that the LVN Tenant barbeque would be held on June 17, 2024. **Mr. Seefeldt** also mentioned the Pan-O-Prog breakfast will be from July 7-14, 2024. The fly-in breakfast will be at Airlake Airport on July 7th.

Representative Moynihan noted that this is the twelfth breakfast for the Lakeville Lions Pan-O-Prog, and they are working on improving the service lines at the breakfast. Tickets will be offered at a discounted price online. The Commemorative Air Force will bring in some aircraft, and MAC will bring out some maintenance equipment. He noted some of the booths that will be at the event.

11. ALAAC Member Comments

Chair Fitzhenry thanked all in attendance for participating and opened the discussion to the representatives. There were no comments.

12. Announcements

Chair Fitzhenry noted there were no announcements.



13. Review Meeting Schedule

Chair Fitzhenry noted that the next meeting would be held on Thursday, September 12, 2024, and Thursday, December 12, 2024, at 4:00 p.m., with a location to be determined.

14. Adjourn

The meeting was adjourned at 5:28 p.m.

