



**METROPOLITAN AIRPORTS COMMISSION  
LAKE ELMO AIRPORT ADVISORY COMMISSION  
DRAFT MEETING MINUTES**

Monday, May 20, 2024, 4:00 p.m.

Baytown Township Hall  
4020 McDonald Drive North  
Stillwater, MN 55082

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The meeting started at 4:04 p.m. In attendance were:

**Representatives:** D. Chase, At-Large; B. Cornell, West Lakeland Township; D. Elder, Washington County; P. Evenson, EAA Chapter 54; M. Gunderson, EAA Chapter 54; M. Hanson, City of Bayport; G. Kreisel, Washington County; M. McComber, Oak Park Heights; C. Mueller, At-Large; L. Peterson, At-Large; N. Ruedy, Lake Elmo Aero; D. Selander, Lake Elmo Aero; C. Schroeder, Lake Elmo; D. Weiler, At-Large; R. Weyrauch, Baytown Township

**MAC Staff:** A. Hanson, Attorney; J. Harris, Director – Reliever Airports; J. Lewis, Community Relations Coordinator; D. Nelson, Director – Stakeholder Engagement; M. Ross, Manager – Community Relations; R. Skoog, Commissioner; P. Tiedeman, Airport Manager - Lake Elmo Airport; K. Verdeja, Administrative Specialist

**Other:** M. Appelt, D. Cornell, R. Dana, L. Kaschmitter, M. Kaschmitter, J. Kremer, D. McCann, J. McCann, M. Vierling, members of the public; S. Hanson, I. Malachi, airport users; C. Gardner, Metropolitan Council

A quorum of at least three User Representatives and three Public Representatives was established.

**1. Welcome and Introductions**

**Mary McComber, Co-Chair**, called the meeting to order at 4:04 p.m. There were 35 participants. She asked attendees to sign in and fill out comment cards should they want to speak at the meeting.

**2. Approval of Meeting Minutes for 2-26-2024**

**Chair McComber** opened the discussion regarding approving the minutes from the February 26, 2024, commission meeting. She reviewed the purpose of the minutes.

*Approved 08-26-2024*



**Representative Cornell** commented that the minutes need to reflect more information regarding the specific comments from the community and neighbors. He encouraged discussion. Chair McComber agreed and added that more information should be in the minutes.

**Representative Cornell** asked that the minutes should be amended to reflect more information during public comments.

**Michele Ross, Manager – Community Relations,** offered options for the modified minutes.

**Representative Evenson** noted that the minutes should not be amended due to the length of time since the last meeting.

**Chair McComber** offered that the minutes going forward would reflect more information. After discussion, the commission agreed.

**Representative Hanson moved and Representative Evenson seconded to:  
Approve the Minutes from the February 26, 2024 meeting as published.**

**The motion passed by unanimous vote.**

### **3. Public Comment Period**

**Chair McComber** introduced the public comment period and reminded attendees of the ground rules for public comment.

**Diane McGann, Baytown Resident,** expressed concern over the number of low flights over her home. She recommended that the training school take its training elsewhere.

**Laura Kaschmitter, West Lakeland Resident,** also expressed concern regarding the amount of aircraft noise at her home.

**Jim McCann, Baytown Resident,** asked for more information regarding the requirements of the flight school during inclement weather.

**Mick Kaschmitter, West Lakeland Resident,** asked what is being done regarding all of the community concerns and complaints.

**Israel Malachi, Airport User,** made clarifying comments about what is required for pilots to obtain and keep their licenses current.



#### 4. Bylaws Update

**Jennifer Lewis, Technical Advisor**, reviewed the proposed changes to the Lake Elmo Airport Advisory Commission (LEAAC) Bylaws. **Ms. Lewis** explained that Article I was updated to clarify the voluntary nature of membership. Article III was modified to standardize all membership terms and to clarify the Fixed Based Operator. **Ms. Lewis** also noted that an update was made to Article V to standardize and clarify the role of Co-Chairs to specify agenda planning, special meetings and

subcommittees. Lastly, she explained the modifications to Article VI to correct a missing footnote and typographical errors.

There was a discussion regarding the definition of appointment. **Ms. Lewis** helped to explain the definition of appointment.

**Andrew Hanson, MAC Attorney**, explained why the LEEAAC is not subject to the open meeting laws.

**Michele Ross, Manager – Community Relations**, responded to a question from **Representative Cornell** regarding the level of authority that the commission has.

**Representative Cornell moved and Representative Ruedy seconded to:  
Approve the Bylaws and the staff proposed amendments.**

**The motion passed by majority vote.**

#### 5. Community Spotlight

**Chair McComber** introduced **Representative Rick Weyrauch**, a Baytown Supervisor. **Representative Weyrauch** reviewed the history of Baytown Township, and showed a book of the town meeting minutes and a historical map of the township. He noted that people often don't realize where Baytown is located. **Representative Weyrauch** noted that there are still agricultural lands and recreational lands. He offered some websites and contact information for the township: [www.baytownmn.org](http://www.baytownmn.org), [clerk@baytownmn.org](mailto:clerk@baytownmn.org), [rick.weyrauch@baytownmn.org](mailto:rick.weyrauch@baytownmn.org)

#### 6. Community Spotlight

**Co-Chair Luke Peterson** introduced **Zach**, a pilot at 21D. **Zach** flies throughout the year and enjoys the tight-knit community of pilots. Zach earned his private pilot's license as a freshman in college. When **Zach** isn't up flying the tailwheel conversion C172 pictured, he is out flying the red Pitts biplane. **Zach** now holds instrument and commercial ratings and is just completing his certified flight instructor certificate.

#### 7. Sound Monitoring Scope

**Michele Ross, Manager - Community Relations at the MAC**, reviewed the scope of the 21D Sound Monitoring Study. She noted that the study's scope will have three locations for seven continuous days. She also explained that during the same time period, they will incorporate



modeling, which is software approved by the Federal Aviation Administration (FAA). She explained what the sound monitoring study will and will not be able to do.

**Ms. Ross** responded to **Representative Cornell's** inquiry regarding the locations used for the sound study. She also responded to **Representative Weyrauch's** inquiry regarding the locations of the sound study in comparison to the last study since the runway has changed.

**Representative Hanson** asked for more information on what is measured versus modeling in a sound study. **Ms. Ross** explained some of the actions that the study cannot do based on federal mandates.

**Representative Evenson** asked if there are sound studies at other reliever airports that can help put information into context. **Ms. Ross** noted that St. Paul Downtown Airport is the only other reliever airport that conducts these studies on a regular basis. She offered to share the 65 dB DNL contour from other reliever airports.

**Representative Cornell** asked how the study would help MAC address and resolve the noise complaints. **Ms. Ross** explained that the complaints received are used for analysis and provide valuable feedback. MAC is responsible for developing the 65 dB DNL contour and home sound mitigation.

**Representative Schroeder** asked what method of averaging is used for sound analysis.

**Representative Hanson** asked if there was a metric for operational frequency. **Ms. Ross** clarified that the FAA is currently revisiting its noise standards, but there is no metric for operational frequency currently.

#### 8. Airport Manager Update

**Philip Tiedeman, Manager – Lake Elmo Airport**, reviewed the upcoming construction and maintenance surrounding the North Service Road. He also noted that **Brad Latvala, Field Maintenance at the airport**, has decided to retire.

**Mr. Tiedeman** responded to **Co-Chair Peterson's** inquiry that there would be no anticipated runway closures due to the upcoming construction.

**Michele Ross, Manager — Customer Relations**, reviewed the historical aircraft operations trend for 1980-2023. She noted a national increase in flight schools due to the shortage of pilots across the country. She also reviewed the Q1 2023 and 2024 Runway Use Trend. She noted a 16% increase in the use of Runway 32, for both arrivals and departures, in the first quarter of 2024. **Ms. Ross** reviewed the 2023 and 2024 Q1 Wind Roses. She defined a wind rose. She shared an example of the wind rose when the use of Runway 32 is not recommended.



### Q1 2024 Aircraft Operations and Noise Complaint Trends

**Ms. Ross** reviewed the process by which complaints are taken at the Metropolitan Airports Commission regarding aircraft. She stated that there were 7,259 noise complaints from 19 locations and 66 nighttime complaints from eight nighttime locations in Q1 2024. During the quarter, 10,272 operations and 24 nighttime operations were recorded for Lake Elmo Airport.

### 9. Follow-up Items

**Phil Tiedeman, Manager at Lake Elmo Airport**, reviewed the topic of aviation fuel, which was discussed at a previous meeting. He noted that MAC supports the FAA and industry leaders in finding a suitable replacement for 100LL and reviewed the three current products available.

**Jennifer Lewis, Technical Advisor**, reviewed the Noise Abatement Recommended Practices Outreach. She noted how the MAC created the Fly Neighborly Guide and a Fly Neighborly Zone for pilots to easily reference the Noise Abatement Recommended Practices. The Fly Neighborly Guide and Zone are displayed for pilots through custom content used in ForeFlight, which is an electronic navigation and flight planning tool. Lewis also explained other efforts the MAC is taking to share the Noise Abatement Recommended Practices and Fly Neighborly Guide through the tenant newsletter, airfield signage, and a message on the Automated Weather Observation System (AWOS). Other communications are in process and will take place throughout the summer to promote the use of the Noise Abatement Recommended Practices.

### 10. Member Comments

**Chair McComber** introduced the member comment period.

**Representative Hanson** shared her frustration with the lack of answers regarding the number of complaints.

**Representative Cornell** noted there were eight aircraft that were flying during nighttime hours consistently in the first quarter. He commented that the Noise Abatement was approved and the repetitive activity has continued since then. He also expressed concern about the altitude of aircraft and noted noise is continuous in excess of 65 decibels every day.

**Representative Chase** noted that he adjusted his flights to land on Runway 32 when possible.

**Representative Evenson** commented on the aircraft operating altitude and noted noise levels.

**Representative Ruedy** thanked everyone for communicating the Flying Neighborly Guide.

**11. Review LEAAC Meeting Schedule**

**Chair McComber** announced that the next LEAAC meetings are scheduled for August 26, and November 25, 2024, at the same location to start at 4:00 p.m.

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

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