

Meeting Date and Time:
October 20, 2020 at 4 p.m.

***Meeting Location:**
Via SKYPE Only: Access here to [Join Skype Meeting](#)
or Call 612-405-6798 (Conference ID: 63596464#)

Agenda

1. Introductions of Members (1 min. each)
Share about yourself and interest in DAAC
2. Action: Approval of Meeting Minutes: May 19, 2020
3. Public Comment* – (up to 3-min. each speaker)
4. Airport Update
5. Roberts Rules of Order Voting
6. Action: Nomination and Election for Chair
7. Action: Nomination and Election for Vice Chair
8. Aircraft Operations and Noise Complaints Summary
3rd Quarter 2020
9. Noise Study Results
Next Study Proposed for June 2021
10. Member Comments
11. Set next meeting date: April 20, 2021 or Other?

** For assistance with meeting accommodations or using SKYPE, please contact:*

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St. Paul Downtown Airport Advisory Council
DRAFT MEETING MINUTES
Tuesday, 19th of May 2020 at 4:00 PM
** Teleconference Only**

Call to Order

A regularly scheduled meeting of the St. Paul Downtown Airport Advisory Council (DAAC), was held Tuesday, Tuesday, 19th of May 2020, by teleconference only. **Chair G. Weibel** called the meeting to order at 4:00 PM. In attendance by teleconference were:

Representatives: K. Mouton, 3M Aviation; T. Rehkamp, Hubbard Broadcasting; C. Koehler, Minnesota Army National Guard; J. Dietman, United Health Group; L. Hinsperger, At-Large Representative; G. Berquist, District 3; H. Windingstad, J. Puffer, District 4; S. Knapmiller, District 5; G. Mischke, District 6; J. Fure, District 17; N. Nix, A. Jerve, St. Paul; A. Wall, J. Francis, South Saint Paul; Chair G. Weibel, At-Large Representative

Staff: M. Wilson, Airport Manager, St. Paul Downtown Airport; J. Lewis, Community Relations Coordinator; M. Ross, Assistant Manager, Community Relations; D. Nelson, Director – Stakeholder Engagement; J. Harris, Director – Reliever Airports; B. Juffer, Manager, Community Relations; R. Brown, Administrative Assistant; K. Verdeja, Administrative Specialist

Others: R. Ginsberg, MAC Commissioner – District G; M. Olson, Federal Aviation Administration (FAA)

A quorum of three User Representatives, two Public Representatives and one Government Representative was established by roll call attendance:

User Representatives: K. Mouton, T. Rehkamp, C. Koehler, J. Dietman, L. Hinsperger, G. Weibel
Public Representatives: G. Berquist, H. Windingstad, J. Puffer, S. Knapmiller, G. Mischke, J. Fure
Government Representatives: N. Nix, A. Jerve, A. Wall, J. Francis

1) Introductions

Chair Weibel offered time to each of our participants to briefly introduce themselves to the Commission. There were a total of 26 participants.

2) Revision of DAAC Bylaws and Membership

Jennifer Lewis gave an overview of the Bylaws. She started by reviewing the goal of the Commission as well as the three (3) purposes of the bylaws. Ms. Lewis also explained the current membership and their voting responsibilities. The responsibilities of the co-chairpersons were reviewed as well as the overall rules of the membership, agendas, and

attendance. Member Berquist recommended three public users be used as a meeting quorum requirement.

Member Wall moved and Member Hinsperger seconded to:

Accept the by-laws of the commission as revised.

The motion passed on the following roll call vote:

Ayes: Eleven Mouton, Rehkamp, Koehler, Dietman, Windingstad,
Knapmiller, Mischke, Fure, Nix, Wall and Weibel

Nays: One Berquist

Abstain: None

3) Elections for Chair and Vice Chair

Chair Weibel began a discussion about nominations for both a chair for the Community Representatives and the Airport User Representatives. He recommended that the elections be delayed. Members Mischke and Rehkamp agreed. After some discussion, the chair tabled this item to a future meeting of the Council.

4) DAAC 2020-2021 Work Plan

Mike Wilson went over the proposed Work Plan for the Council for 2020-2021. Mr. Wilson included that the Work Plan can be updated and edited at the Council's request.

Member Wall moved and Member Hinsperger seconded to:

Accept the 2020-2021 Work Plan of the Commission with the option to amend.

The motion passed on the following roll call vote:

Ayes: Twelve Mouton, Rehkamp, Koehler, Dietman, Berquist,
Windingstad, Knapmiller, Mischke, Fure, Nix, Wall and
Weibel

Nays: None

Abstain: None

5) Overview of STP Noise Complaints and Operations Summary

Jennifer Lewis stated there were 27 noise complaints from 7 locations and 15 nighttime complains from 4 nighttime locations. There were 5,011 operations and 512 nighttime operations recorded at St. Paul Airport.

During the first quarter of 2020 Airport Operations for STP were 13.5% and Noise Complaints were 1.93% of the MAC Reliever Airport System.

Member Nix asked What was exceptional about March 2018 and what changed that resulted in such a drastic reduction of complaints?

6) Noise Study

Jennifer Lewis gave an overview and a history of the Annual Noise Study. Ms. Lewis explained that due to the current pandemic, the number of flights are not traditional. Activity levels are being monitored to see when there would be a good time to conduct the study and compile the data and get the information to the DAAC in the fall. Another option would be doing a modeling study. Modeling Studies have been used at MSP as well.

There was discussion about a motion to postpone the study at STP for a period later in 2020 or to conduct a modeling study rather than a measured study similar to the way that the annual noise study is conducted at MSP due to the unusual reduction of aircraft operation levels. The discussion also included the option of delaying the study to next calendar year. MAC Commissioner Ginsberg stated that MAC is committed to conduct the study in 2020.

There were three options presented to the Council:

1. Monitoring study
2. Modeling study
3. Conducting the monitoring and/or modeling based on the current pandemic conditions

**Member Mischke moved and Member Berquist seconded to:
Conduct a Noise Study at St. Paul Downtown Airport using both Monitoring
and Modeling options later in the 2020 calendar year.**

The motion passed on the following roll call vote:

Ayes: Thirteen Mouton, Rehkamp, Koehler, Dietman, Hinsperger,
Berquist, Windingstad, Knapmiller, Mischke, Fure, Nix,
Wall and Weibel

Nays: None
Abstain: None

7) Establish Next Meeting Date

Chair G. Weibel proposed the Council continue to meet on the third Tuesday of May and the third Tuesday in October going forward.

The next meeting of the DAAC is scheduled for **Tuesday, 20th of October 2020 at 4:00 PM**

8) Announcements

9) Adjourn

The chair adjourned the meeting at 4:36 pm