

Lake Elmo Airport Advisory Commission (LEAAC)

MEETING AGENDA

August 25, 2021

3 p.m.

This meeting is being held via TEAMS* only

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1. Roll Call
2. Welcome and Introductions -Information
3. Approval of Meeting Minutes for 5-26-2021
4. Member Elections -Action
5. Commission Purpose -Information
6. Airport Manager Update -Information
7. Mobile Sound Monitoring Study Update -Information
8. Aircraft Operations and Noise Complaints Summary -Information
9. Public Comment (3-min. per comment) -Information
10. Member Comment -Information
11. Set LEEAC meeting schedule -Action
(In-Person/TEAMS: *October 27? November 17? December 1??*)
12. Adjourn

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

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

Wednesday, May 26, 2021, 3:00 p.m.

Teleconference Only

The meeting started at 3:00 p.m. In attendance by teleconference were:

Representatives: J. Holtz, Lake Elmo; S. St. Ores, Bayport; D. Kylo, West Lakeland Township; R. Weyrauch, Baytown Township; C. McLaughlin, Baytown Township; T. Kozlowski, Stillwater; G. Kriesel, Washington County; D. Theisen, Washington County; D. Selander, Lake Elmo Aero; N. Rudy, Lake Elmo Aero; M. Gunderson, EAA Chapter 54; R. Stoller, EAA Chapter 54; J. Thomas, At-Large; L. Peterson, At-Large

MAC Staff: P. Tiedeman, Airport Manager, Anoka County – Blaine 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; K. Verdeja, Administrative Specialist

A quorum of three User Representatives and three Public Representatives was established by roll call attendance:

Public Representatives: J. Holtz, S. St. Ores, D. Kylo, R. Weyrach, T. Kozlowski, G. Kriesel
Airport User Representatives: D. Selander, M. Gunderson, R. Stoller, J. Thomas, L. Peterson

1. Overview of Commission

Philip Tiedeman, Airport Manager – Lake Elmo Airport, called the meeting to order at 3:02 pm. There were a total of 21 participants. He gave an overview of the agenda for the inaugural meeting of the Commission. Mr. Tiedeman introduced **Joe Harris, Director – Metropolitan Airports Commission (MAC) Reliever Airports**.

Mr. Harris gave a brief overview of his responsibilities within the Metropolitan Airports Commission.

Mr. Tiedeman also gave an overview of this role and responsibilities as Airport Manager and Technical Advisor for this Commission.

2. Introductions

Philip Tiedeman, Airport Manager – Lake Elmo Airport, invited each member to introduce themselves.

3. Bylaws Approval

Jennifer Lewis, Meeting Coordinator, gave an overview of the Bylaws being presented to the commission for approval. Ms. Lewis opened the item to discussion for approving the bylaws for the Lake Elmo Airport Advisory Committee.

**Representative Kozlowski moved and Representative Thomas seconded to:
Accept the Lake Elmo Airport Advisory Committee Bylaws as presented.**

The motion passed on the following roll call vote:

**Ayes: Eleven Holtz, St. Ores, Kylo, Weyrach, Kozlowski, Kriesel, Selander, Gunderson,
Stoller, Thomas, Peterson**

Nays: None

Abstain: None

4. Election Discussion

Philip Tiedeman, Airport Manager – Lake Elmo Airport, began a discussion about nominations for both a chair for the Community Representatives and the Airport User Representatives to serve as co-chair for the committee. The roles of each chairperson were listed and discussed.

5. 2021 - 2022 Work Plan

Philip Tiedeman, Airport Manager – Lake Elmo Airport, went over the proposed Work Plan for the Commission for 2021-2022. A recommendation was made to include an overview of runway expansion during the Airport 101 meeting.

Representative Kozlowski moved and Representative Selander seconded to:

Accept the 2020-2021 Work Plan of the Commission as presented.

The motion passed on the following roll call vote:

**Ayes: Eleven Holtz, St. Ores, Kylo, Weyrach, Kozlowski, Kriesel, Selander, Gunderson,
Stoller, Thomas, Peterson**

Nays: None

Abstain: None

6. Mobile Sound Monitoring Study

Michele Ross, Technical Advisor, gave an overview of the proposed Mobile Sound Monitoring Study. Ms. Ross detailed the scope of the study proposed for August 2021 and explained the project timeline. The report is anticipated to be presented to the LEACC in the fall 2021.

Ms. Ross responded to questions clarifying the distance of the monitoring equipment from the airport, the ability to discern aircraft noise from other sounds such as trains, explaining the use of the data collected, and the timeframe in which the study will be conducted.

7. Aircraft Operations and Noise Complaints Summary

Jennifer Lewis, Meeting Coordinator, gave an overview of the Metropolitan Airports Commission (MAC) Reliever Airport Operations and Noise Complaint Report for Quarter 1 2021. Ms. Lewis explained that information related to Lake Elmo Airport included 11 noise complaints from 6 locations, and 2 nighttime complaints from 2 nighttime locations. Ms. Lewis explained that more

detail about complaints and operations is available at www.macnoise.com/tools-reports/interactive-reports

Ms. Lewis responded to numerous questions regarding aircraft type, location definition, and the number of flight instructors/aircraft at Lake Elmo.

Philip Tiedeman, Airport Manager – Lake Elmo Airport, gave a general overview of the Lake Elmo Aircraft Operations. He also showed the Airport Construction Project. The new Runway 14/32 is scheduled to be open in Fall 2022.

8. Public Comment

Philip Tiedeman, Airport Manager – Lake Elmo Airport, introduced the public comment period and reminded attendees of the ground rules for public comment. There were no comments made.

9. Member Comments

Philip Tiedeman, Airport Manager – Lake Elmo Airport, thanked all in attendance for participating and opened the discussion to the representatives.

Mr. Tiedeman responded to inquiries regarding the construction diagrams being available for viewing online.

Ms. Ross responded to questions regarding prior use of the sound monitoring equipment.

10. Set next Meeting Date

Philip Tiedeman, Airport Manager – Lake Elmo Airport, led a discussion regarding the date of the next meeting. It was decided the meeting would be held on Wednesday, August 25, 2021 at 3 p.m. with a location to be determined based on the guidelines set forth regarding social distancing and public health and safety.

Representative Kozlowski moved and Representative Thomas seconded to:

Adjourn the May 26, 2021, Lake Elmo Airport Advisory Commission Meeting.

The meeting was adjourned at 4:37 p.m.