



## AIRLAKE AIRPORT ADVISORY COMMISSION MEETING MINUTES

Thursday, December 12, 2024, 4:00 p.m.

Lakeville City Hall

20195 Holyoke Avenue, Lakeville, MN 55044

The meeting started at 4:00 p.m. with 19 people in attendance: 13 in person and 6 by videoconference.

**Representatives:** K. Chatfield, Dakota County; T. Fitzhenry, Airport User; A. Forsberg, Aloft Aviation; T. Goodroad, City of Lakeville; P. Moynihan, Pilot; D. Palmquist, Eureka Township; D. Wolbert, Pilot; D. Wolter, City of Lakeville

**MAC Staff:** J. Lewis, Technical Advisor; K. Fisher, Attorney; C. Metcalfe, Assistant Manager of Community Relations; D. Morrissette, Assistant Director of Strategic Marketing; M. Ross, Director of Stakeholder Engagement; S. Seafeldt, LVN Airport Manager of Airlake Airport

**Others:** Allen Alwin; Corey Chisholm; Jake Diener; Christopher Gardner, Bolton & Menk, on behalf of Metropolitan Council; Ryan Ziegler, Recording Secretary

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

### 1. Welcome and Introductions

**Co-Chair Fitzhenry** called the meeting to order at 4:00 p.m. There was a total of 19 participants. **Co-Chair Fitzhenry** invited those present to introduce themselves.

### 2. Agenda Discussion

**Co-Chair Fitzhenry** reviewed the agenda and suggested postponing Item 6, Airport 101: Value of Airport in the Community, to a later meeting with higher attendance.

### 3. Consent Items

**Co-Chair Fitzhenry** opened a discussion regarding approving the minutes from the committee meeting on June 13, 2024. There were no changes.

*Approved 3-13-2025*

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**Representative Goodroad motioned and Representative Moynihan seconded to approve the June 13, 2024, meeting minutes.**

**The motion passed by unanimous vote.**

**Co-Chair Fitzhenry** opened a discussion regarding approving the minutes from the committee meeting on September 12, 2024. There were no changes.

**Representative Wolbert motioned and Representative Moynihan seconded to approve the September 12, 2024, meeting minutes.**

**The motion passed by unanimous vote.**

#### **4. Public Comment**

**Co-Chair Fitzhenry** introduced the public comment period and reminded attendees of the ground rules for public comment. There were no comments made.

#### **5. LVN Environmental Assessment Status**

**Michele Ross, Director of Stakeholder Engagement**, discussed the status of environmental assessment of the runway project. She acknowledged that the process is taking longer than anticipated. She reviewed the history of the situation and the need to update agreements with utility companies to meet FAA standards. She noted there is very active engagement by MAC senior leadership as they continue to work toward resolution.

**Representative Wolbert** inquired regarding impediments to progress, timelines, and whether mediation could be helpful.

**Director Ross** answered that creative solutions are being sought to find a path forward and that mediation is not necessary at this point.

**Representative Wolbert** further inquired regarding incentives toward solutions and expressed frustration at the length of time the project is requiring and the information available.

**Director Ross** expressed understanding regarding communication and the length of time the project is taking and gave assurance that MAC is committed to a concerted effort to move forward as quickly as possible.

**Representative Wolbert** further inquired regarding ownership of the airport land and its effects on the process.

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**Director Ross** clarified that the land is owned by MAC and reviewed the relevant history.

**6. Airport 101: Value of Airport in the Community**

Discussion was postponed to a future meeting.

**7. Airport Manager Update**

**Sam Seafeldt, Airport Manager of Airlake Airport**, gave an update regarding a 67-day temporary employee (Mike McNally) to assist with winter operations. **Manager Seafeldt** reviewed projects completed in 2024 and those scheduled for 2025. He discussed the upcoming frequency change and notifications to be made as the process continues. Final FCC approval has not yet been received.

**Co-Chair Fitzhenry** noted that the frequency change and call sign are already noted on the FAA website.

**Representative Wolbert** inquired regarding pilot communication.

**Manager Seafeldt** discussed the process and when NOTAMs could be sent.

**Co-Chair Fitzhenry** inquired regarding airport lighting changes after the frequency change.

**Manager Seafeldt** noted that MAC electrical staff would handle the change and made a note to ensure effective communication with them.

**Representative Gardner** inquired regarding pilot-controlled lighting changes after the frequency change.

**Manager Seafeldt** noted that it would be handled by MAC electrical staff and that he would pre-coordinate with that team to ensure they are ready for the change.

**8. Aircraft Noise Complaints and Operations Summary Q3 2024**

**Jennifer Lewis, Technical Advisor**, summarized the Airlake Airport (LVN) Aircraft Operations Report for Q3 2024, noting that more data was available through the Metropolitan Airports Commission Noise and Operation System ([MACNOMS](#)) tool. **Advisor Lewis** stated that 15,107 operations were recorded for Airlake Airport during the third quarter of 2024, with 426 nighttime operations. Both figures represent an increase from the third quarter of 2023.

*Approved 3-13-2025*



**Manager Seafeldt** referenced a pie chart on the MAC Reliever Airports Report and stated that Airlake Airport operations represented 13.1% of all aircraft operations for the six reliever airports.

**Advisor Lewis** agreed that the pie charts on the full report contain more data regarding operations and noise complaints of the reliever airports.

There were no questions regarding the operations summary.

**Advisor Lewis** stated there were three noise complaints from three locations during the quarter. All three complaints were received from outside the Airlake Airport area: specifically, one each from Woodbury, Apple Valley, and Mounds View. Two of the complaints did match up with Airlake flight tracking data; the complaint from Apple Valley did not.

There were no questions.

**Advisor Lewis** explained that further detail about complaints and operations is on the website at <https://customers.macnoms.com/reports/>.

**9. Upcoming Events**

No upcoming events were noted.

**10. ALAAC Member Comments**

No member comments were made.

**11. Announcements**

**Co-Chair Fitzhenry** noted no announcements other than excitement for the upcoming frequency change.

**12. Review 2025 Meeting Schedule**

**Co-Chair Fitzhenry** inquired regarding the March 13, 2025, proposed meeting date. No conflicts were noted, and that meeting date was finalized.

**Co-Chair Fitzhenry** noted that June 12, 2025, would be the typical proposed next meeting date but that MAC has several other meetings that week and inquired about moving the meeting to either June 19 or June 26.

**Representative Goodroad** noted that June 19 is a federal holiday.

**Co-Chair Fitzhenry** inquired regarding a June 26, 2025, proposed meeting date.

*Approved 3-13-2025*



**Representative Goodroad** noted that there is a planning commission meeting on that date at 6:00 p.m.

**Co-Chair Fitzhenry** noted that another location could be used if the meeting would not be completed by 5:30. No other conflicts were noted, and the June 26, 2025, meeting date was finalized.

**Co-Chair Fitzhenry** inquired regarding the September 11, 2025, proposed meeting date. No conflicts were noted, and that meeting date was finalized.

**Co-Chair Fitzhenry** inquired regarding a final meeting date for 2025. He noted that the final meeting is typically held in December but that attendance in November may be better. He proposed a meeting date of November 20, 2025.

**Representative Goodroad** noted the same concern regarding a planning commission meeting on that date at 6:00 p.m.

**Co-Chair Fitzhenry** inquired regarding other conflicts, and none were noted. The November 20, 2025, meeting date was finalized.

**13. Adjourn**

**Co-Chair Fitzhenry** adjourned the meeting at 4:37 p.m.

*Approved 3-13-2025*

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