



## MINUTES OF THE MEETING

DATE: March 18, 2014

PLACE: Amatuzio Conference Room  
Duluth International Airport, Duluth, MN

DIRECTORS PRESENT: Michael Lundstrom  
Roger Wedin  
Ken Stromquist  
Pat Mullen  
Heather Rand  
Ken Butler

DIRECTORS ABSENT: Sue Ross

OTHERS PRESENT: Tom Werner, Executive Director  
Mary Ann Wittkop, Recording Secretary  
Joan Christensen, Assistant City Attorney  
Blaine Peterson, Director of Operations  
Natalie Peterson, Com. & Marketing Director  
Joelle Bodin, Finance & Administration Director  
Ryan Welch, Terminal Facilities Manager  
John DeCoster, Trillion Aviation  
Kathy Carver, Confidential Bookkeeper  
Jana Kayser, Part Time Bookkeeper  
Don Monaco, Monaco Air Duluth  
Mike Magni, Monaco Air Duluth  
Andy Towner, Kraus Anderson  
Tony Esposito, RS&H  
Andrew Samberg, RS&H  
Monique Forcier, Crystal Clean

President Lundstrom welcomed everyone and called the meeting to order at 8:00 a.m. He invited Mr. Werner to present on the Executive Director review.

### EXECUTIVE DIRECTOR'S REVIEW

- Total passenger numbers are holding steady, very good. Update on pilot shortage and impacts on regional airports.
- Minimum Standards and Rules and Regulations – release of second draft and timeline process going forward.
- Master Plan – discussion with Rice Lake Township and other municipalities regarding changes on Runway 3-21 and comparison of options and findings.

- Introduction of new Airside Manager, Mr. Steve Wabrowetz. Mr. Wabrowetz spoke on his background and experience. He was welcomed to DAA. Mr. Werner expressed his appreciation for Mr. Dan Mini, current Airside Manager, as a great mentor and for his leadership through the years.
- Update on the Federal Inspection Site (FIS) facility at Fixed Base Operations, Monaco Air. Meeting with CBP, plans are moving forward.
- Landside: Mr. Blaine Peterson, Director of Operations -- parking ramp construction update, crane impact on flights and plans for parking lot overflow options. Mr. Ryan Welch, Terminal Facilities Manager, was thanked for his outstanding job with the parking and weather issues.
- Sky Harbor environmental assessment timeline.
- Marketing update will be later in this meeting.
- Legislative -- presentation at the Joint MN House and Senate Transportation Committee to speak on the Duluth International Airport; St. Louis County and Duluth Days at the Capitol -- meetings successful and good interest at the DAA booth. Duluth Chamber Military Affairs Committee will travel to Washington DC in April.
- Next Northern Alliance meeting March 19<sup>th</sup> at the Duluth International Airport.
- Ms. Joelle Bodin, Director of Finance and Administration explained the exemption of MN and city sales tax -- significant savings towards strategic reserves. Spoke on of comparisons of last two winter expenses.

Questions and discussion followed on several of the Executive Directors review items. Dir. Mullin moved to approve the previous minutes and other consent items below. Dir. Butler seconded. Motion carried.

#### CONSENT ITEMS

February 18, 2014 meeting minutes.

Cash disbursement sheets #4 and #5, 2014. Construction Fund sheets #3 and #4, 2014.

Duluth International Airport news releases; "Board of Directors Appointee and New Officer Selection"; DNT news release "Duluth Airport's Market Share Shifts: Delta Slips, United Gains"; U.S. Army Redstone Test Center press release regarding Army Deicing tests at Duluth International Airport. Letter of nomination for former Congressman Oberstar James L. Oberstar to the MN Aviation Hall of Fame.

E-mail from Monaco Air Foundation to DAA with summary of February 2014 activities.

Letter from Great Lakes Region FAA regarding proposed runway extension.

Aviation news releases: Star Tribune "Regional Airports En Route to Revival"; St. Cloud Times "Airport Proposal Baffles Some in St. Cloud, Twin Cities"; Business Week "Pilot Shortage Adds to Regional Airlines Woes".

### OLD BUSINESS

No Old Business.

### NEW BUSINESS

Ms. Bodin summarized on the Collective Bargaining agreement. Questions and discussion followed. Dir. Rand moved to approve the resolution substantially in the form for the 2014 -2016 Collective Bargaining agreement between the Duluth Airport Authority and AFSCME Local 66 and cost of living adjustment increase to management staff. Dir. Butler seconded. Further discussion and comments followed. Motion carried.

Ms. Natalie Peterson, Communications and Marketing Director, explained the new "Built to Fly" Duluth International Airport spring campaign and presented visuals and radio spots. Questions and discussion followed. Ms. Peterson summarized on the spring campaign launch, Chicago promotion and other events and their timelines. The Directors expressed their appreciation to Ms. Peterson on the campaign and on improving the airport. Ms. Peterson introduced new Arrowhead Tap House Manager, Mr. Tom Walchuk and offered the Directors a tour of the facilities after the meeting.

Pres. Lundstrom opened up the discussion for the request of support for Enbridge. Comments followed. Detailed discussion on positions and support of economic development and growth followed. Dir. Mullen moved to approve the resolution for the DAA to support Enbridge Inc. and their significant contributions to our region's economic vitality through Sandpiper and Line 67 Projects. Dir. Wedin seconded. Additional comments followed. Dir. Stromquist abstained from the vote. Motion carried.

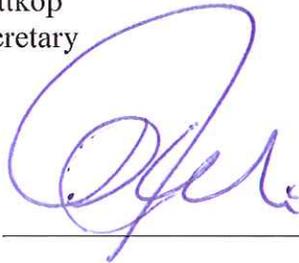
Ms. Bodin explained the property insurance premiums. Dir. Butler moved to approve the payment of property insurance premiums from DAA to Otis-Magie Insurance in the amount of \$65,915.84 for the 2013 - 2014 renewal period. Dir. Stromquist seconded Motion carried.

DAA Minutes  
March 18, 2013  
Page 4

Pres. Lundstrom adjourned the March 18<sup>th</sup> DAA board meeting at 9:21 a.m.

Respectfully submitted,

Mary Ann Wittkop  
Recording Secretary



APPROVED: \_\_\_\_\_ DATE: 4-15-14