



**DULUTH INTERNATIONAL AIRPORT**

**Travel Globally. Fly Locally.**

**DAA Special Meeting**

DATE: August 15, 2018

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

DIRECTORS PRESENT: Anna Tanski  
Craig Fellman  
Richard Stewart  
Todd Fedora  
Kim Maki  
Don McIsaac

DIRECTORS ABSENT: Ken Butler

OTHERS PRESENT: Tom Werner, Executive Director  
Mary Ann Wittkop, Recording Secretary  
Blaine Peterson, Director of Operations  
Natalie Peterson, Director of Marketing & Communications  
Joelle Bodin, Finance & Administration Director  
Steve Wabrowetz, Airside Manager  
Kathy Carver, Confidential Bookkeeper  
Benita Crow, SEH  
Kaci Nowicki, SEH  
Shawn McMahon, SEH  
Scott Sannes, SEH  
Rob Cotter, Allete, Inc.  
Mark Rukavina, 148<sup>th</sup> FW  
Ryan Kaspari, 148<sup>th</sup> FW  
Mark Wasserbauer, 148<sup>th</sup> FW  
Jake Martin, FAA  
Lindsay Butler, FAA  
Peter DeSutter, AAR  
Don Monaco, Monaco Air  
Jimmy Lovrien, DNT

Vice President Tanski welcomed everyone and called the special meeting to order at 8:04 a.m. She moved to first Item A under New Business. Mr. Tom Werner, Executive Director explained this meeting was to focus on the 9/27 reconstruction project as there are a number of new Board members. This is an opportunity to give everyone background information to this point of time and present some high level phasing and feasibility studies. Mr. Blaine Peterson, Director of Operations, introduced to the Board members

the SEH consultant team and the Federal Aviation Administration (FAA) Deputy ADO Manager and Program Manager. Ms. Benita Crow, SEH, overviewed on the presentation goals. She gave background on what was on the initiated 2009 Master Plan, which MnDOT and FAA approved in 2015, and why things changed. She explained Master Plan challenges -- the State Zoning reform not being passed and concerns about extending the crosswind runway 3/21. The current zoning is incompatible with runway extension; it would require a change to State law. Ms. Lindsey Butler, FAA Deputy ADO Manager, spoke on the FAA's position on the purpose and need for extension of a crosswind runway -- have to justify capacity, environmental qualifications and planning for FAA financial participation; extension of crosswind Runway 3/21 does not rise to the level of FAA purpose and need. Questions and discussion followed. Ms. Crow continued with the Runway 9/27 reconstruction. She highlighted the concerns with the pavement deterioration; tests conducted and cited the 2009 engineering study regarding the condition of Runway 9/27. The runway was estimated to have five to ten years of useful life. However, confirmed by the boring samples and other studies in 2015 -- the fact was that deterioration had accelerated, which was concerning. She summarized on the scope of work and funding, the operational requirements for the tenants and the least impactful solutions for the reconstruction. Ms. Crow spoke on what is next and recapped on the phases. Mr. Werner and Mr. Peterson detailed further. Questions followed.

Ms. Kaci Nowicki, SEH, provided background information for Phase 3, explained and detailed on the two hot spots on the east end of Runway 27 and the FAA required additional alternatives to resolve. She summarized on the planning involved for the multiple processes and timelines -- runway length justification and ultimate geometry study, triggering event Master Plan and ALP update, and the final design. Ms. Butler reiterated the importance of the justification for the reconstruction at Duluth, a lot of collaboration, time and money was put into this effort to make sure it was right. Ms. Nowicki spoke more on the coordination with all stakeholders to find a solution for everyone involved with this unique and complex situation. After many outreach meetings regarding proposed alternatives, it was narrowed down to the chosen alternative. She overviewed and spoke on the process, options, signage, declared distances and noise contours. Questions followed.

Mr. Shawn McMahon, SEH, summarized on the construction, safety plan and phasing of the project. To minimize impacts, separations and transition of phases were made. He detailed on all phases for the Phase 3 project -- the impacts, available airfield, closures and timelines. Questions and discussion from the public and Board followed. Mr. McMahon explained how impacts affected the instrument approaches and overviewed on the three types of Instrument Approach Procedures -- visual, non-precision and precision. He spoke on causes and effects of the impacts and challenges of timelines during the

construction. Detailed questions and discussion followed. Mr. McMahon continued summarizing on the final phases and overviewed on the scheduling timeline for the construction work on Phase 3. He explained the phasing planned for the Airshow scheduled mid July 2019. Questions followed.

Mr. Peterson reviewed the Phase 3 draft public involvement and communication plan; this will be continually updated with tenant and stakeholders feedback. He spoke on the project costs for the three phases, mainly appropriation funding, MnDOT and FAA. Ms. Butler explained this was the largest grant issued to a single airport in a single year, FAA requirements were met, they could see the need and all the planning and thought process that went into this project; FAA supports and will continue to financially support this project. She also mentioned it is uncommon to have a MALSR on the crosswind runway; there are no facilities in comparable size to Duluth that have one. Questions and comments followed. Mr. Werner asked how did we arrive at this ninety plus day project. Ms. Crow spoke on the engineering standpoint and how elements are evaluated. Ms. Butler spoke on the FAA benefit cost and potential of trying to get contractor's incentives in the future reauthorization bill. Questions followed.

Dir. Fedora thanked Mr. Werner and his staff for holding this informative meeting. Vice President Tanski emphasized that this is the beginning; more interaction will be happening with this project and asked if there were any final questions. Questions and comments followed. Working on a strategy for engagement meetings with tenants and users of the airport for feedback during this project.

Dir. Fellman left the meeting at 9:57.

Dir. Fedora moved to adjourn the meeting. Dir. Maki seconded. Motion carried. Vice President Tanski thanked everyone for their input and adjourned the DAA special meeting at 10:03 a.m.

Respectfully submitted,

Mary Ann Wittkop  
Recording Secretary

APPROVED: Kenneth D. Butts DATE: 9/18/18