

**Joint Airport Zoning Board Minutes
February 6, 2020
Duluth International Airport
Amatuzio Conference Room**

Chair Kevin Comnick welcomed everyone and opened the meeting at 3:31 p.m.

1. Roll Call:

Present:

Kevin Comnick	Canosia	Dan Golen	Canosia
John Hegstrom	Rice Lake	Suzanne Herstad	Rice Lake
Frank Jewell	St. Louis Co	John Geissler	Hermantown
Don Monaco	Duluth	Margie Nelson	Duluth
Steve Hanke	Assistant City Attorney		

Absent: Steve Gerads, Brent Malvick, Duluth; Keith Musolf, St. Louis County, Eric Johnson Hermantown

Visitors: Tom Werner, Mark Papko, Mary Ann Wittkop, Darren Christopher, Kaci Nowicki and Kyle Deming.

2. **Approval of Minutes of Previous Meetings:** Motion by Frank Jewell to approve the minutes of the December 12, 2019 meeting, seconded by Suzanne Herstad. All ayes, motion carried.
3. **Agenda Items:** Motion by John Geissler to approve the agenda items. Seconded by Don Monico. All ayes, motion carried.
4. **Community Reports:** Brief community updates around the table. Margie Nelson announced she would be stepping down from this Board and a new planning commissioner will replace her. She was thanked for her participation on this Board.
5. **Opportunity for Citizens to be Heard:** None.
6. **Reports of Committees:** None.

Communications: Chair Comnick introduced the new DAA Director of Operations, Mark Papko. Chair Comnick spoke on the communication included in this packet and explained with the help from MnDOT, DAA and the Monaco Air Foundation the funding for the work scope for the airport zoning ordinance revision has been secured. Tom Werner, DAA Executive Director, detailed on the MnDOT grant offer, cost sharing and timeline. Questions

and discussion followed. Chair Connick made a motion for the Work Scope Committee, Steve Hanke, Don Monaco and Mark Papko, work with RS&H and DAA to ensure the work is completed as to the funds allocated. John Geissler seconded. All ayes, motion carried.

7. **Unfinished Business:** Chair Connick overviewed on the Board of Adjustment (BOA) terms and appointments. Communities need to appoint representatives and forward that information to Kyle Deming, Duluth City Planner. He will schedule a meeting with the new board appointees. Mr. Deming detailed further.

8. **New Business, Motions and Resolutions:** Chair Connick referred to the Monaco Foundation correspondence to address the recommended items and actions. Suzanne Herstad moved to approve items one through five – 1. Approve the RS&H scope of work totaling \$89,885; 2. Approve accepting MnDOT's \$62,919.50 grant; 3. Approve accepting the DAA's offer to cover up to \$20,000; 4. Approve the Monaco Air Foundation's offer to cover up to \$6,965.5; and 5. Approve to have the existing JAZB subcommittee oversee the project. Margie Nelson seconded. All ayes, motion carried. Discussion followed on funding, community contributions and the process.

Adjourn: Frank Jewell made a motion to adjourn the meeting. Don Monaco seconded. All ayes. Motion carried. Chair Connick adjourned the February 6th JAZB meeting at 3:57 p.m.

Respectfully Submitted,

Mary Ann Wittkop
Recording Secretary