

**JOINT AIRPORT ZONING BOARD MEETING PARTICIPATION  
BY TELEPHONE OR OTHER ELECTRONIC MEANS  
PURSUANT TO MINNESOTA STATUTES SECTION 13D.021**

**JULY 16, 2020**

**3:30 p.m.**

**Duluth International Airport  
Amatuzio Conference Room**

**AGENDA**

1. Roll Call
2. Approval of Minutes:
  - a. June 4, 2020 Meeting Minutes
3. Agenda Approval
4. Community Reports
5. Public Input
6. Reports of Committees
  - a. Work Scope Committee Update
7. Communications
8. Unfinished Business
  - a. Board of Adjustment
9. New Business, Motions and Resolutions
  - a. Discussion and Resolution to Approve Conducting a Public Hearing for the Duluth International Airport Draft Zoning Ordinance in September.
  - b. Resolution to Approve the Duluth International Airport Draft Zoning Ordinance.
  - c. Resolution to Submit the Duluth International Airport Draft Zoning Ordinance to MnDOT.

2a.

*Draft*

**Joint Airport Zoning Board Minutes**

**June 4, 2020**

**Duluth International Airport**

**Amatuzio Conference Room**

Chair Kevin Cornnick welcomed everyone and opened the meeting at 3:30 p.m. Participation for this Joint Airport Zoning Board meeting was in person and held by telephone or other electronic means pursuant to Minnesota Statutes Section 13D.021.

**1. Roll Call:**

**Participating:**

Kevin Cornnick	Canosia	*Dan Golen	Canosia
*John Hegstrom	Rice Lake	Suzanne Herstad	Rice Lake
*Eric Johnson	Hermantown	*John Geissler	Hermantown
*Don Monaco	Duluth	*Brent Malvick	Duluth
Keith Musolf	SLC	*Frank Jewell	SLC
*Steve Hanke	Deputy City Attorney		

\*Participated via electronic means

**Absent:** Steve Gerads, Duluth,

**Visitors:** Mary Ann Wittkop, (Participating by telephone or other electronic means): Mark Papko, Darren Christopher, Ken Ibold, Rosario Souto, RS&H.

2. **Approval of Minutes of Previous Meetings:** Motion by Frank Jewell to approve the minutes of the May 7, 2020 meeting, seconded by Don Monaco. Roll call -- all ayes, motion carried.
3. **Agenda Items:** Motion by John Geissler to approve the agenda items. Seconded by Frank Jewell. All ayes, motion carried.
4. **Community Reports:** Brief community updates, questions and discussion followed.
5. **Opportunity for Citizens to be Heard:** None.
6. **Reports of Committees:** Mark Papko, DAA Director of Operations, Darren Christopher, RS&H, Steve Hanke, Deputy City Attorney and Don Monaco represent the Work Scope Committee and spoke briefly on the discussion on the request by the City of Hermantown to adjust the draft zoning ordinance. Eric Johnson, City of Hermantown detailed further on the request. The area in question was portrayed; discussion and questions followed. Brent

Malvick moved to accept the changes to the draft ordinance request by City of Hermantown; the revised ordinance will be presented at the next JAZB meeting for approval for submittal to MnDOT. Questions and discussion followed. Suzanne Herstad seconded. Roll call – all ayes. Motion carried. Questions and discussion followed on an indemnification agreement. Mr. Hanke explained the indemnification process. Questions followed.

7. **Communications:** Email request from the City of Hermantown.
  
8. **New Business, Motions and Resolutions:** Rosario Souto, RS&H, presented on the public involvement plan for the draft ordinance revision project. She reviewed the purpose, goals, process and timeline. Public hearing will be in person and virtually – discussion followed on dates and timelines. Chair Connick made a motion to hold the public hearing meeting on August 6<sup>th</sup>, 6 p.m. at the Duluth International Airport. Frank Jewell seconded. Roll call – all ayes, motion carried.
  
9. **Unfinished Business:** Chair Connick explained the Board of Adjustment (BOA) has been postponed at this time due to COVID-19, will stay on the agenda.

Eric Johnson requested that RS&H provide a timeline schedule or flow chart for the different steps in this zoning process.

**Adjourn:** John Geissler made a motion to adjourn the meeting. Chair Connick seconded. Roll call -- all ayes, motion carried. Chair Connick adjourned the June 4<sup>th</sup> JAZB meeting at 4:26 p.m.

Respectfully Submitted,

Mary Ann Wittkop  
Recording Secretary