

# Lake Elmo Airport Advisory Commission (LEAAC)

## MEETING AGENDA

December 1, 2021

3 p.m.

**Meeting Location: Baytown Township Hall  
4020 McDonald Dr N, Stillwater, MN 55082  
Face Masks are Encouraged**

1. Roll Call
2. Welcome and Introductions -Information
3. Approval of Meeting Minutes for 8-25-2021
4. Airport Manager Update -Information
5. Evaporator Briefing -Information
6. Mobile Sound Monitoring Study Update -Information
7. Aircraft Operations and Noise Complaints Summary -Information
8. Public Comment (3-min. per comment) -Information
9. Member Comment -Information
10. Set LAAAC meeting schedule -Action
11. Adjourn

*For questions about this meeting agenda, please contact:*

*Jennifer Lewis, MAC Community Relations Coordinator*

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Phil Tiedeman, MAC Airport Manager, 3275 Manning Ave., Box 2, Lake Elmo, MN 55042

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**METROPOLITAN AIRPORTS COMMISSION  
LAKE ELMO AIRPORT ADVISORY COMMISSION  
DRAFT MEETING MINUTES**

Wednesday, August 25, 2021, 3:00 p.m.

\*\*Teleconference Only\*\*

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The meeting started at 3:00 p.m. In attendance by teleconference were:

**Representatives:** J. Holtz, Lake Elmo; S. St. Ores, Bayport; A. Bell, Bayport; D. Kylo, West Lakeland Township; R. Weyrauch, Baytown Township; T. Gladhill, Stillwater; K. Howard, Washington County; M. Gunderson, EAA Chapter 54; L. Peterson, At-Large; J. Morgan, At-Large

**MAC Staff:** P. Tiedeman, Airport Manager, Lake Elmo Airport; J. Lewis, Community Relations Coordinator; M. Ross, Assistant Manager, Community Relations; D. Nelson, Director – Stakeholder Engagement; J. Harris, Director – Reliever Airports; B. Juffer, Manager, Community Relations; K. Verdeja, Administrative Specialist

A quorum of three User Representatives and three Public Representatives was established by roll call attendance:

**Public Representatives:** J. Holtz, S. St. Ores, D. Kylo, R. Weyrach, T. Gladhill, K. Howard

**Airport User Representatives:** M. Gunderson, L. Peterson, J. Morgan

**1. Welcome and Introductions - Information**

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, called the meeting to order at 3:02 pm. There were a total of 17 participants. He gave an overview of the agenda for the meeting of the Commission. **Mr. Tiedeman** invited each primary representative to briefly introduce themselves

**2. Approval of Meeting Minutes for 5-26-2021**

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, opened the discussion regarding the approval of the minutes from the last committee meeting. There was no discussion.

**Representative Gladhill moved and Representative Peterson seconded to:  
Approve the Meeting from the May 26, 2021 Meeting**

**The motion passed on the following roll call vote:**

**Ayes: Nine** Holtz, St. Ores, Kylo, Weyrach, Gladhill, Howard, Gunderson, Peterson,  
Morgan

**Nays: None**

**Abstain: None**

### **3. Member Elections**

#### **Nominations and Elections of Community/Public Chair**

**Philip Tiedeman, Airport Manager – Lake Elmo Airport** opened the business item to nominations for the role of Chair of the Community Group. Mr. Tiedeman mentioned that the same process applied to the User Chair would be used for the Community/Public Chair nomination and election process. Representative Kylo was the only nomination for this position.

**Representative Kozlowski moved and Representative Thomas seconded to:  
Close the nominations for the Chair of the Community Group.**

**The motion passed on the following roll call vote:**

**Ayes: Three Gunderson, Peterson, Morgan**

**Nays: None**

**Abstain: None**

With a majority vote, Representative Peterson was elected as the Chair of the Community Group.

#### **Nominations and Elections of Airport User Chair**

**Michele Ross, Technical Advisor** updated the attendees about the chair nomination and election process. Ms. Ross opened the item to nominations and discussion for the role of Chair of the User Group. Representative Peterson was the only nomination for this position.

**Representative Kozlowski moved and Representative Thomas seconded to:  
Elect Representative Kylo as the User Representative Co-Chair**

**The motion passed on the following roll call vote:**

**Ayes: Six Holtz, St. Ores, Kylo, Weyrauch, Gladhill, Howard**

**Nays: None**

**Abstain: None**

With a majority vote, Representative Peterson was elected as the Chair of the User Group. Ms. Ross explained that each Co-Chair could choose to moderate the rest of the current meeting. Both Chair Kylo and Chair Peterson deferred their appointment to the next business meeting.

### **4. Commission Purpose**

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, introduced Dana Nelson and Joe Harris. **Dana Nelson, Director – Stakeholder Engagement** explained the process that was used to create the Lake Elmo Airport Advisory Commission.

**Joe Harris, Director – Reliever Airports** also encouraged the meeting attendees to be active participants in the commission and ask questions, make suggestions and encourage additional stakeholders to contribute at future meetings.

#### 5. Airport Manager's Update

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, explained that Xcel Energy has been doing some utility work at the airport. **Mr. Tiedeman** updated the group on the development of hangars. He also gave an update on the runway construction with the project scheduled to be completed in 2022.

**Mr. Tiedeman** responded to numerous questions regarding the runway project.

#### 6. Mobile Sound Monitoring Study Update

**Michele Ross, Technical Advisor**, gave an overview of the proposed Mobile Sound Monitoring Study. Ms. Ross discussed that some of the data has been collected. It is currently being reviewed for a detailed report and presentation at the next meeting. It is anticipated that there will be an overview of the sound study process to help in understanding the report.

**Ms. Ross** replied to suggestions of having another study scheduled.

#### 7. Aircraft Operations and Noise Complaints Summary

**Jennifer Lewis, Meeting Coordinator**, gave an overview of the Metropolitan Airports Commission (MAC) Reliever Airport Operations and Noise Complaint Report for Quarter 2 2021. Ms. Lewis explained that information related to Lake Elmo Airport included 22 noise complaints from 6 locations, and 4 nighttime complaints from 4 nighttime locations. **Ms. Lewis** explained that more detail about complaints and operations is available at [www.macnoise.com/tools-reports/interactive-reports](http://www.macnoise.com/tools-reports/interactive-reports)

**Ms. Lewis** responded to an inquiry regarding noise complaints from new residents versus long-time residents.

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, shared the following link for the construction project: <https://tourmkr.com/F1aC9tHyrX/32031446p&272.36h&63.97t>

#### 8. Public Comment

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, introduced the public comment period and reminded attendees of the ground rules for public comment. There were no comments made.

#### 9. Member Comments

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, thanked all in attendance for participating and opened the discussion to the representatives.

**Joe Harris, Director – Reliever Airports**, responded to an inquiry regarding aerators being used at the airport. **Mr. Harris** explained that **Bridget Rief, Vice President – Planning and Development**, would be invited to a future meeting to give more detail about the aerators.

**Dana Nelson, Director – Stakeholder Engagement**, shared the following link to a Storm Water Management information sheet. It can be found at:

[https://metroairports.org/sites/default/files/files/May\\_2021\\_LakeElmo\\_Fact\\_Sheet.pdf](https://metroairports.org/sites/default/files/files/May_2021_LakeElmo_Fact_Sheet.pdf)

**Mr. Tiedeman** responded to questions regarding plans around wildlife preservation.

10. **Set LEAAC Meeting Schedule**

**Philip Tiedeman, Airport Manager – Lake Elmo Airport**, led a discussion regarding the date of the next meeting.

**Representative Morgan moved and Representative Kylo seconded to:**

**Next LEAAC Meeting to be held on December 1, 2021 at 3:00 pm via Microsoft Teams**

The meeting was adjourned at 4:06 p.m.

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