

MINUTES
WATERLOO REGIONAL AIRPORT BOARD
Wednesday, February 26, 2025

I. ROLL CALL

Chairperson Voigt called the meeting to order at 12:00 p.m.

Board Members Present: Scott Voigt, Arlene Humble, David Deeds, Scott Cook, Chris Bering and Gwenne Berry (TEAMS).

Board Members Absent: Katy Susong

City Officials Absent: John Chiles, Council Liaison; Ray Feuss, Council Liaison

Airport Staff Present: Steven Kjergaard, Sheila Combs

Additional Attendees: Tim Newton, Livingston Aviation; Marty Hoel, AOPA

II. AGENDA AS RECEIVED OR AMENDED

No changes.

III. PUBLIC COMMENTS

Martin Hoel thanked Mr. Kjergaard for attending last night's EAA meeting and briefing them on the upcoming security changes, among other things.

IV. REPORTS

A. Airport Director

Mr. Kjergaard reviewed his written report. He stated that he has been emailing with American about the specs for the new boarding bridge, as well as adjustments needed for the existing bridge to work with the E170 aircraft.

He also stated that the FAA has advised that bids for entitlement-funded projects will need to be held until July 1st and bids for discretionary-funded projects will need to be held until September 1st.

He also reported that AECOM has had coring done in the area of the 18/36 – 12/30 intersection, that shows a lot of separation. Some areas are quite bad. He stated they are leaning toward a planned 10-day closure of the airfield to reconstruct this area. The other option would be several weekend closures, but the end product should be better getting it done in one shot rather than starting and stopping over a 4 – 5 week period. Tim Newton stated that he prefers the 10-day closure as well.

For the state projects, he stated that Peters Construction may resume working on the parking canopies later this week or the first week in March. The notice to proceed should be going out for the security upgrade projects soon.

B. Misc. Monthly Airport Reports

Mr. Bering asked for clarification on a couple of items on the Year-Over-Year budget. Mrs. Combs explained that the revenue question was just a timing issue and broke down a couple of large repair expenses in January.

V. BOARD APPROVAL

A. Approval of Minutes of the January 22, 2025 Meeting

Mrs. Humble moved approval of the minutes of the January 22, 2025 meeting, seconded by Mr. Bering. Ayes: 6. Motion carried.

B. Motion to Receive and File January 2025 Expenses

Mr. Deeds moved that the January 2025 expenses be received and filed, seconded by Mr. Cook. Ayes: 6. Motion carried.

VI. OLD BUSINESS

A. Airport Security Plan Update

Mr. Kjergaard reported that training has begun with the AirBadge team and that much of the badging process will be automated.

VII. NEW BUSINESS

A. Discussion of Upcoming Air Expo Event – June 21-22, 2025

Mr. Kjergaard stated that the contract with the MN Commemorative Air Force for the B-25 has been signed. Civil Air Patrol is planning to participate. He also spoke with EAA about local pilots bringing their aircraft out for the event. He hopes to find someone with a food truck (or two or three) to be here and hopes to see 1,000 people or more come out for the weekend.

VIII. STAFF AND BOARD MEMBER COMMENT

None.

IX. ADJOURNMENT

Mr. Cook moved the meeting be adjourned at 12:50 p.m., seconded by Mrs. Humble. Ayes: 6.
Motion carried.

Respectfully submitted,



Scott Voigt, Chairperson