

Announcement of Meeting
Airport Board
Regular Meeting Minutes

Tuesday, June 3, 2025

4:30 PM

Luverne Municipal Airport

A. CALL TO ORDER

Present: Kevin Aaker, Jon McLendon, Jeremy Lehman and Jim Juhl

Absent: Ryan Gee

Additional Attendees: Jill Wolf, Ben Baum, Brian Meyer, David Feilmeier, Mark Erickson, Brian & Melanie Morford, Glen Thiele

B. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

B.1. [2025-169](#) March 4, 2025 Airport Board Minutes

A motion was made by Aaker, seconded by McLendon, that the Airport Minutes be approved. The motion carried by a unanimous vote.

C. FINANCIAL REPORT

C.1. [2025-174](#) Airport Financial Report as of May 28, 2025

Juhl suggested to include monthly bills for DGR and other non-contractual organizations.

A motion was made by McLendon, seconded by Aaker, that this Motion be approved. The motion carried by a unanimous vote.

D. CITY ADMINISTRATOR REPORT

D.1. [2025-170](#) Hangar Lease Update

The hangar shortage was discussed. FAA funded hangars can only be used for airport related purposes. Six months to put an aircraft in hangar. Four letters were sent to tenants out of compliance.

Glen Thiele questioned the legality of lease and written notice.

Dakota Cub stated they have leased for 19 years and store things here to make room in their shop by Valley Springs.

Staff is looking into items and drafting new lease templates. The hangar tenants can remain as is until city staff complete new agreements.

D.2. [2025-171](#) Airport Fly-In

The board set the Airport Fly-In for August 23, 2025. They set breakfast prices at \$10 for adults and \$5 for kids. The checklist was reviewed. A porta potty was suggested to have available.

E. AIRPORT ACTIVITIES - BEN BAUM, FBO

Baum reported that fuel sales are good. Juhl suggested to keep the key for the courtesy car in the FBO building with a log including name and phone number.

F. DGR ENGINEER REPORT**F.1. [2025-172](#) AWOS Relocation**

A meeting will be set up with John Stoffel and Brian Remme to discuss plans and see what the City can help with.

F.2. [2025-173](#) 5-Unit Hangar Project Update

FAA approved the location. MNDOT grant application was submitted. Bid letting will be March or April 2026, construction during fall 2026, and completion in spring 2027.

G. OTHER, IF ANY**H. ADJOURNMENT**

A motion was made by Aaker, seconded by McLendon, that the meeting be adjourned at 5:37 PM. The motion carried unanimously.

Submitted by,
Jill Wolf
City Administrator