

West Fargo Airport Authority Meeting
Date: February 27, 2020
West Fargo Airport – 5:30 PM

Members Present:

Dan Loegering, Brian Christl, Matt Retka, Barrett Irving

Members Absent:

Wade Swenson

Others Present:

Airport Manager Robbie Grande, Andrew Aakre-Moore

- 1. The meeting was called to order by Dan Loegering at 5:30pm**
2. The minutes from the January 30th, 2020 meeting were reviewed and approved as written. Motion by Brian and Second by Barrett. None opposed, motion carried.
3. Brian Christl's 1st term expired. Matt nominated Brian for a second term. No other nominations were presented. Vote was held with 4 ya's for Brain to be elected for 2nd term. None opposed. Vote passed.
4. ALP Update: Andrew with Moore Engineering described the CIP/NPIAS schedule and updated the Authority on the ALP. Edits will be made to CIP schedule and the next step is to submit the ALP narrative to the NDAC. The Airport Authority is looking to present the ALP to the West Fargo Planning & Zoning office soon.
5. The monthly Income Statement and Fund Balance report as of January 31st was reviewed. Also reviewed E-mail responses from Jim Larson, CPA/Finance Director, and those responses to last month's questions were agreeable. Robbie to follow-up on if the Capital Reserve Fund account gains interest income. Potential account transfer was tabled. No other questions. Motion by Barrett and second by Brian to approve the Income and Fund Balance Statements. None opposed, motion carried.
6. Report from Airport Manager:
 - Border States is to fix pavement for 34k.
 - Beacon is getting repaired. NOTAM issued
 - Transitioning to City garbage services. Cancelling with Waste Management as of March 11th.
 - Reviewed General Equipment quotes for loader leases next year.
 - Reviewed proposed scholarship application. The West Fargo high-schools will be offered two \$500 aviation scholarship from the Authority. The process opens March 2nd, applications are due March 25th, and recipients will be chosen at the March airport meeting.
 - Discussed (commercial) Operating Agreements and a request Robbie received about basing a plane at the airport for survey work this summer. It is unsure to what extent the potential airplane would utilize the airport and if an operating agreement would be warranted.

- Discussed building more airport owned hangars. There are approximately 9 people on the waiting list for a rental and the Authority believes more public hangar rentals would be a long-term asset and investment which could be filled immediately.
- The NDAC grant process is open; West Fargo is not proposing for any grant funds this year.
- Robbie will be away March 7-8th and May 1st-3rd.
- Reviewed most recent flood forecast.

7. Non Agenda Items

- Barrett is still working with the City Building Department for consistent airport building procedures. He also mentioned that it would currently be difficult to obtain any new conditional use permits for property re-zoning, apparently as a result of flood plain maps.

Motion to Adjourn by Matt and Second by Barrett. Meeting was adjourned at 7:07pm.

Wade Swenson-Chairman

Matt Retka-Secretary
[Minutes prepared by Matt Retka]