

West Fargo Airport Authority Meeting
Date: August 29, 2019
West Fargo Airport – 5:30 PM

Members Present:

Barrett Irving, Dan Loegering, Wade Swenson, Brian Christl

Members Absent:

Matt Retka

Others Present:

Airport Manager Robbie Grande

The meeting was called to order by Wade Swenson

1. The meeting minutes from the August 1, 2019 meeting were approved as written.
Motion to approve by Barrett I., Seconded by Brian C.

2. The monthly Budget and Income reports as of 7/31/2019 were reviewed. A note was made that the state grant money did not show up in the report. Robbie will follow up with the city to verify what account this was placed in. No additional questions.
Motion to approve was made by Dan L, Seconded by Barrett I.

3. ALP progress was reviewed. Moore Engineering has sent the ALP to the State Aeronautics Commission for review and provided an updated progress report. Some minor changes to the layout were incorporated in the plan. Moore also has contacted the FAA about the feasibility of having a GPS approach into the airport in the future. The reply they received showed that it may be possible to have a certified approach. The board decided that the best time to move forward with this would be after a runway extension.

4. Airport manager report: Robbie reported that Farm King had requested to test some of their mowers at the airport. This took place and they were thankful for the use of the airport grounds.
Fill for the South ramp extension is delivered and final graded. There may be a delay on the addition of the asphalt however. Robbie and Barrett are trying to work with the contractor to improve the schedule on this.
It was decided to move the gate in the airport fence on the South end to allow better access and prevent blockage of the gate by parked equipment.
Robbie will check on obtaining a herbicide to spray this fall for weed control on the airport grounds.
Snow plow and winter equipment will be serviced to be ready for this upcoming season.

5. Fly-In: The upcoming West-Fest scheduled fly-in was discussed. Posters have been made and will be distributed. There will be a Poker Run set up for pilots, a food truck on site for lunch, and Young Eagles rides available. Tables and chairs were discussed and lined up. Volunteers may be needed to assist with various tasks. We will provide some sort of matching “high visibility” wear for the volunteers to set them apart from the general public. Since this is the first year as a West-Fest attraction, we are not sure what to expect and will be ready for a large crowd.

6. Non-agenda: The board discussed how additional income may be generated for ongoing maintenance and improvement of the grounds for future hangar spots. Various ideas were discussed including: to increase the current lease amount for the existing hangars which have not had an increase in over 20 years, some form of cost sharing for improvements on new hangar spots that would be passed back to the hangar owners, and charging the hangar owner the cost of the first 27' of ramp space in front of the hangars which the state will no longer issue grant money for.

7. Motion to adjourn was made by Barrett I. and seconded by Brian C.

Wade Swenson – Chairman

Matt Retka - Secretary

[Minutes prepared by Dan Loegering]