

West Fargo Airport Authority Meeting

Date: February 29th, 2023

West Fargo Airport – 5:30 PM

Members Present:

Brian Christl, Ryan Becker, Josh Gilleland and Matt Retka

Members Absent:

Ivy West

Others Present:

Airport Manager- Robbie Grande

John Mayer and Adrian Sarli.

1. **Brian called the meeting to order at 5:32pm.**
2. The Minutes from the January 25th, 2023, meeting were reviewed.
Josh motioned to approve the minutes as written. Second by Ryan. All in favor, none opposed, motion passed.
3. Robbie & Matt met with Sheela at City of Financial dept. on January 26th regarding 2023 Year end discrepancies. She explained there was a new line item added to the report in September "Interest Investments" which caused budget sheet calculation issues. She also explained Discount Property Tax line item applies if payments if received early. New corrected 2023 YE statement was provided to Robbie.

The current monthly Budget and Income report for January was reviewed. Butler charge for loader lease was paid, and did not include any time overages. Loader will be returned April 15^m. O'Day bill for fuel pump came. Capital Reserve fund= \$402,174. Operating Fund= \$492,173. Josh questioned account Interest rates. 2025 budget requests are expected for all City departments in April. Ryan motioned to approve the financial report. Motion seconded by Josh. No opposition, motion carried.

4. Capital Improvement Planning

- Josh inquired about wifi options at the airport terminal. Discussion ensued about options. Authority has not acted on this yet.
- Pavement: Robbie met with another company that recommended removing old seal coat via blasting. Quote for this process was roughly \$10/sq.yd and \$175,000 total. Has another meeting March 6th and will meet with the NDAC after more information and price quotes are gathered. Discussion on product life span (7-10 years), performances and grip on ice. Josh thought milling would be better than blasting and recommended making a spreadsheet of various options to review pros & cons.

- Discussed east access road issues behind hangars. Robbie talked to a contractor that recommended laying base fabric for long term solution to mud issue. Robbie will get quotes for a permanent fix on the gravel road.

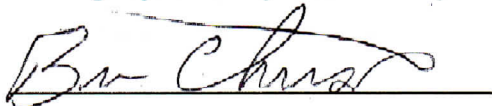
5. Report from Airport Manager

- Runway 36 PAPI out of service. Mice wrecked wiring in the housing. Robbie ordered new circuit board for \$800 and will install when received.
- Robbie gearing up to fix multiple runway marker lights.
- Both terminal door thresholds were replaced.
- Solberg funeral service is being hosted at the Skydive hangar on Saturday March 2nd. There will be a shuttle bringing people to the airport.
- NDAC grant applications are open through April 6th and airport will submit for 2023 crack seal and culvert repair.
- Hangar #4 tenant asked about installing subsurface drainage under hangar door apron. Josh motioned to allow work on the ramp, Ryan seconded. None-opposed.
- Likely more upcoming changes with City Finance Department and Commissioners turn-over.
- WFPD training set for Thurs & Friday May 2-3 at airport. Runway will be NOTAM closed with exceptions, as warranted.

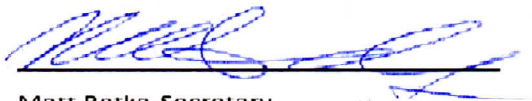
6. Non-Agenda Items

Ryan mentioned that he's scheduled to be in Japan for 3 months April-July.

Meeting adjourned by Brian at 6:11pm



Brian Christl-Chairman



Matt Retka-Secretary