

West Fargo Airport Authority Meeting

Date: March 28th, 2024

West Fargo Airport – 5:30 PM

Members Present:

Brian Christl, Ryan Becker, Josh Gilleland, Ivy West and Matt Retka

Members Absent:

None

Others Present:

Airport Manager- Robbie Grande

Dan Loegering

1. **Brian called the meeting to order at 5:30pm.**
2. The Minutes from the February 29th, 2024, meeting were reviewed.
Josh motioned to approve the minutes as written. Second by Ivy. All in favor, none opposed, motion passed.
3. The current monthly Budget and Income report for February was reviewed. Fuel master upgrades & runway light expenses included last month. Operating fund received property tax revenue and current balance is \$570,243. Capital Reserve fund balance is \$403,237. 2025 budget is due to City on May 1st. Authority assessed projected 2025 budget line items for next meeting. 2024 & 2025 will likely have significant upcoming expenses for asphalt work, some of which would be withdrawn from current funds.

Josh motioned to approve the financial report. Motion seconded by Ryan. No opposition, motion carried.

4. **Capital Improvement Planning**

Robbie summarized conference call held earlier today with NDAC and Moore Engineering regarding asphalt condition and options for repair. Previous sealer layers likely need to be removed to fix cracking and extend life. It seemed the micro-mill process offered by Aztec would likely be the best option at the airport. NDAC wants current runway surface to last through 2030. The 2024 grant would be for design, and airport would plan for construction and second grant application in 2025. Moore will be helping with a proposal for design options to assess and fix asphalt ahead of upcoming grant application period due April 10th. Authority unsure if crack seal would be recommended in 2024.

5. Report from Airport Manager

- Runway 36 PAPI still out of service. New circuit board installed, but tilt switch times off. PAPI not certified nor in AFD. Robbie will continue to try and fix.
- Working on runway light repairs. Needs ground to thaw more to finish assembly replacements.
- 2024 NDAC grant application will include \$14,684 for 2023 culvert repair and ~\$6,400 for crack seal.
- Airport hangar owners received Drain 21 assessment notice in the mail. Discussion ensued on assessments and FM diversion project.

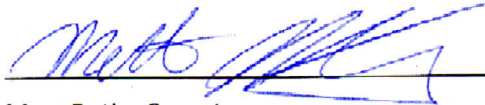
6. Non-Agenda Items

- Mr. Loegering inquired about any updates with WF lagoon property and WF 2.0 development plan. City has not provided the airport any updates recently. Authority recalled past meeting with City planners and issue with development in this area until flood maps are re-certified around Year 2030.
- Ryan mentioned that he's scheduled to be in Japan for 3 months April-July, and at new job training in August.
- Matt will be gone at next scheduled meeting time. Authority decided to reschedule for Tuesday April 23rd at 5:30.

Meeting adjourned by Brian at 6:20pm. Ivy seconded.



Brian Christl-Chairman



Matt Retka-Secretary