

West Fargo Airport Authority Meeting

Date: June 10th, 2024

West Fargo Airport – 5:30 PM

Members Present:

Brian Christl, Josh Gilleland, Ivy West and Matt Retka

Members Absent:

Ryan Becker

Others Present:

Airport Manager- Robbie Grande

SkyDive Fargo: Ashley Erdmann, Tina Richards, Craig Graf, Reid Gagner & Joel Campbell

1. **Brian called the meeting to order at 5:32pm.**
2. The Minutes from the April 23rd, 2024, meeting were reviewed.
Ivy motioned to approve the minutes as written. Second by Josh. All in favor, none opposed, motion passed.
3. SkyDive Fargo Ground Operations
Between May 17th and May 21st there was communications between SkyDive Fargo and West Fargo Airport Manager around use of the skydiver golf cart on wet grass and observed ruts in the landing area. Craig summarized prior email correspondence and SkyDive Fargo position regarding golf cart use and explanation for recent use that resulted in the Airport manager suspending use of the golf cart on airport grounds. Robbie commented on his issues with SkyDive Fargo recent operations and airport policy. Discussion on golf cart route ensued. SkyDive Fargo asked for a copy of the approved Landing Zone, which airport authority assumed was in the operating lease. Discussed drafting an exhibit showing driving route, including an alternate path for use during wet or other weather conditions. SkyDive Fargo said they would provide a proposal for golf cart route and use to the authority. Airport Authority agreed to re-instate use of the golf cart.
4. The current monthly Budget and Income report through end of April was reviewed. The May report was not finalized yet. 2024 NDAC grants were approved. Ivy motioned to approve the financial report. Motion seconded by Josh. All In favor, motion carried.
5. Capital Improvement Planning
 - BottomLine Excavating bid of \$119,259 for gravel access road repair and improvements still current for 2024. Contractor said they could start in July but may need to stagger the build. Josh thought it best to close-off the area during construction. Matt had concern about start/stops and tying everything together if done in segments. Contractor was called and responded that they did not believe that would be an issue and could do a section in a few days. Robbie has Inquired to Moore about the project

and they agreed the proposal scope and price seemed fair. Matt motioned to approve the bid and initiate the project with BottomLine. Josh seconded. Non opposed, motion carried.

- Hangar tenant asked about obtaining more gravel for west parking area. Robbie will ask BottomLine if a gravel fix here could be added onto the bid.
- Moore Engineering provided proposal of \$36,033 for pavement engineering services. This was approved for 50% cost share by NDAC. Robbie discussed Ada airports treatment and new confidence it could work at West Fargo. Ivy motioned to approve Moore's proposal. Josh seconded. All in favor, motion passed.

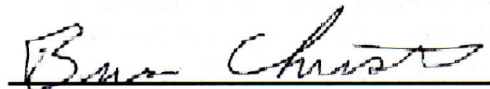
6. Report from Airport Manager

- Tractor has been serviced.
- New herbicide/soil sterilant is working well.
- Runway lights have been flickering. May need to hire an electrician to find a short.
- Been trying to keep up on mowing amidst wet weather.
- Looking to get a roller to smooth out grass runway.
- Fire inspections were completed at the airport with no major issues.
- WFPD all-day pit training scheduled for Monday June 24th.

7. Non-Agenda Items

- Next Airport Authority meeting scheduled for Monday July 22nd.
- Matt made mention that voting for local elections taking place tomorrow.
- Robbie noted that airport received letter regarding insurance premium increases are scheduled in 2025.

Brian adjourned the meeting at 6:48pm.



Brian Christl-Chairman



Matt Retka-Secretary