

West Fargo Airport Authority Meeting
Date: September 26th, 2024
West Fargo Airport – 5:30 PM

Members Present:

Brian Christl, Ryan Becker and Matt Retka

Members Absent:

Josh Gilleland & Ivy West

Others Present:

Airport Manager- Robbie Grande

Jon Mayer and Randal Mayer

Kurt Rehder

Jim Krogh

1. **Brian called the meeting to order at 5:30pm.**
2. The Minutes from the August 29th, 2024 meeting were reviewed, as well as the September 5th Special Meeting. Ryan motioned to approve the minutes from both prior meetings; Matt seconded. No oppose, motion passed.
3. **SkyDive Fargo Agreement**
Josh had previously sent a revised draft Addendum to the club's operating agreement to both the airport authority and the Skydive Fargo. Tina with Skydive Fargo had reached out to Ryan about timing for comments. Matt offered the option to form a committee to work with Skydive Fargo. Matt motioned to form a committee of 2 Airport Authority members to meet with Skydive Fargo to finalize the agreement. Ryan Seconded & volunteered to serve on the committee. None opposed, motion passed. Matt mentioned Josh might be willing to fill second committee seat. Ryan said he would work with Skydive Fargo to provide a summary of prior disciplinary actions taken by the club to share with the airport authority. Jim commented on past issues with skydivers at the airport.
4. The current monthly Budget and Income report through end of August were reviewed. NDAC grant funds not yet applied to the account. August expenses totaled \$123,743, and included access road work. September bills were reviewed and included new airport car tires but not brakes. 7040 account at \$437,087. 7050 account at \$620,402. Ryan asked how account charge coding works and Robbie explained the process he goes through with the City Finance. Matt motioned to approve the Budget and Income report, seconded by Ryan. All in favor, motion carried.
5. **Report from Airport Manager**
 - Mead & Hunt completed Pavement Condition Index (PCI) assessment. PCI results to follow in coming months through NDAC report.
 - Cenex had a crew clearing tress along their nearby pipeline for a day on the 16th.
 - Fire extinguisher inspection completed.

- New door seal for carousel arrived & Mayers volunteered to install.
- Moore Engineering will be on-site to initiate re-surface design report soon.
 - One of the contractors for the project contacted Robbie.
 - Robbie and Ryan explained the sealer issue and likely options for repair.
- Robbie is done haying at the airport for the year but will likely need to mow again. Robbie donated many hay bales to the WFPD.
- Loader lease from Bulter will be activated on the 15th of October. Robbie looking to pick-up on the 11th. This would be the last of a 5-year lease agreement.
- Ryan described capital improvement budget process and airport's ability to leverage grants to supplement tax revenue to fund future projects, including upcoming major runway work.
- Robbie will be away October 14th through the 24th. Robbie explained options to contact Keith or Matt if needed when gone.

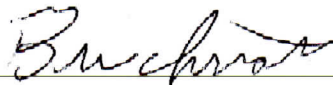
6. Non-Agenda Items

- Matt recognized next regular schedule meeting would fall on Halloween and said he would not make it that day. Meeting unanimously decided to be rescheduled for Wednesday October 30th.

7. Capital Improvement Planning & Hangar #17 tour

Hangar # 17 is for sale and owner was planning to attend meeting but couldn't make it. Robbie shared info received from owner regarding hangar and expenses for potential Airport purchase. Discussed carousel install and no companies doing that locally were identified. Electric bill avg. \$60/mo with \$240 highest. Annual heat bill was \$2,400 at 50 deg. and now has a single LP tank. Unsure if hangar is big enough to store multiple planes without moving them. Airport Authority tour of hangar for sale followed the meeting.

Brian adjourned the meeting at 6:05 pm. Tour of Hangar #17 followed.



Brian Christl-Chairman



Matt Retka-Secretary