

## **26West Fargo Airport Authority Meeting**

**Date: October 30th, 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

Commissioner Rory Jorgensen

John Mayer

1. **Brian called the meeting to order at 5:29pm.**
2. The Minutes from the September 26<sup>th</sup>, 2024 meeting were reviewed. Matt had made one spelling error edit. Josh motioned to approve the minutes; Ryan seconded. No oppose, motion passed.
3. **SkyDive Fargo Agreement**  
Josh recapped changes that followed the subcommittee meeting with Skydive Fargo. Penalties and Authority discussed. Rory commented on special meetings and one proposed edit to the document. Ryan noted dynamic between duties of airport manager, airport authority board and skydiving club. Rory recommended agreement be reviewed by City Attorney. Insurance certification discussion followed. Robbie offered to follow-up with annual lease payments. Josh & Ryan to finalize agreement with Skydive Fargo soon.
4. The current monthly Budget and Income report through end of September were reviewed. September bills included new airport car tires and three separate Century link bills that were missed during prior months. October bills included multiple annual airport insurance premiums. Discussion on fire inspections ensued. Rory noted City fuel pumps will be usable soon. Discussed reserve funds and upcoming overlay work. Ryan motion to approve the month Budget and Income reports. Josh seconded. None opposed, motion carried.
5. **Capital Improvement Planning & Hangar #17 Purchase Options**  
  
Airport Authority toured Hangar # 17 after last meeting and agreed it could likely fit 5 or 6 airplanes without needing to move any. It is a 60x90 ft building with insurance value over 350k. Cost estimate for overlay project from Moore not provided yet. Moore invoice for \$2,600 received. Rory recommended drafting a proposal with ROI for hangar purchase. Matt offered to start a spreadsheet. Robbie will follow-up on purchase logistics. Monthly rental costs were discussed.

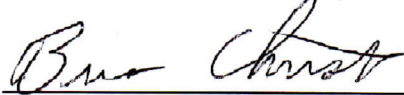
6. Report from Airport Manager

- 10 new lightbulbs installed in the terminal.
- Pay-Loader is back and ready for snow. This is the last year on the lease agreement. Lease can be re-negotiated through City next year.
- Snow equipment installed on Blue Tractor.
- Talked about sluiceway on corner culvert, but that will not be needed after Fargo Diversion is completed.
- Beaver or muskrat making residence on south pond.
- Insurance representative conducted appraisal on City buildings at the airport and made recommendation to consolidate some line-item coverages.
- Fire inspections are completed.

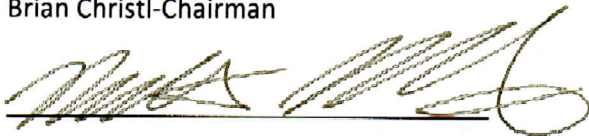
7. Non-Agenda Items

- Rory asked if John Mayer wanted to talk. John mentioned door seal was replaced in City hangar.
- Non-agenda items will come first on agenda for future airport meetings.
- Next regular scheduled meeting would fall on Thanksgiving holiday. November meeting unanimously decided to be rescheduled for Tuesday the 26<sup>th</sup>
- Ryan discussed leases for potential new hangar, and costs associated with utilities and insurance. Josh mentioned a letter of intent to buy may be wise.

Brian adjourned the meeting at 6:21 pm.



Brian Christl-Chairman



Matt Retka-Secretary