

West Fargo Airport Authority Meeting
Date: December 2, 2021
West Fargo Airport – 5:30 PM

Members Present:

Wade Swenson, Brian Christl, Dan Loegering, Matt Retka & Barrett Irving

Members Absent:

None

Others Present:

Airport Manager Robbie Grande, Ryan Becker

1. **The meeting was called to order by Wade Swenson at 5:35pm**
2. The minutes from the October 28th meeting were reviewed.
Motion by Dan to approve the minutes as written. Second by Barrett. None opposed, motion passed.
3. The monthly Income Statement and Fund Balance reports as of October 31th, 2021 were reviewed. Discussed remaining annual expenses and budget surplus.
Motion by Barrett to approve the Income Statement and Fund Balance. Second by Brian. All in favor, motion passed.
4. Report from Airport Manager:
 - Vantis contacted airport for Beyond Visual Line of Site (BVLOS) network for Unmanned Aircraft operations. Robbie is meeting with Vantis 9am Dec 7th to assess potential equipment on the field.
 - Hangar 13 door needs repair
 - Payloader worked well for first snow
 - Beacon bulb was replaced and obtained quote for an LED replacement. Discussion on possible NDAC grant for upgrade and relocation. Robbie to get more info on options.
 - Pet cat of one of the hangar tenants went missing
5. Board Position Elections

Wade's term expires end of December. Matt made a motion to nominate Ryan Becker for a seat with the Airport Authority. Barret seconded. All in favor, motion passed.

Matt made a motion to nominate Dan for chairmen. Barret seconded. All in favor, motion passed.

Brian nominated Barrett for vice-chair. Matt seconded. All in favor, motion passed.

Brian volunteered to continue as Treasure, and Matt volunteered to continue as Secretary. No other nominations. All in favor, none-opposed.

Robbie to send Ryan Application for Boards/Commissions. Matt to update Airport Authority roster and positions.

6. Project Planning

Robbie is working on quotes for a City Hangar (60x60) & associated dirt work. Barret mentioned 30x178 nested T-hangar would likely fit with the development plan. There has been some interest in new private hangars. Authority discussed pricing and location of possible new city hangar.

7. Schedule Next Authority Meeting

December Airport Authority meeting will be held at its regularly scheduled date on December 30th, 5:30pm at the terminal.

8. Non-Agenda Items

- Matt inquired about private holiday charity like was done last year. Authority decided it was too late to coordinate this yet this year, and will try for next year.
- Robbie is working on sending out annual lease notices and will compile an email list of all tenants.
- Barret was contacted by Midnight Solutions about a repeater station in the area and will look into options to have that at the terminal which may allow for discounted public wi-fi.

Motion to Adjourn by Dan and Second by Brian. None opposed. Meeting was adjourned at 6:50 pm.

Wade Swenson-Chairman

Matt Retka-Secretary

[Minutes prepared by Matt Retka]