

**West Fargo Airport Authority Meeting**  
**Date: February 27<sup>th</sup>, 2025**  
**West Fargo Airport – 5:30 PM**

**Members Present:**

Brian Christl, Ryan Becker, Josh Gilleland and Matt Retka

**Members Absent:**

Ivy West

**Others Present:**

Airport Manager- Robbie Grande

Megean Solberg

1. **Brian called the meeting to order at 5:35 pm.**
2. The Minutes from the February 6<sup>th</sup>, 2025, meeting were reviewed. Gilleland motioned to approve the minutes; Becker seconded. No oppose, motion passed.
3. Non-Agenda  
Megean Solberg was present to describe her role with the Donald J Solberg Skydive Foundation a 501c3 non-profit. The Foundation has a board of directors, which includes some current and past Skydive Fargo members. Megean expressed interest in serving on the airport authority (WFAA).

Gilleland mentioned front gate is hard to move and left it open. Inquired about installing a motor. Gilleland asked about access road maintenance. Robbie to talk to contactor about options.

4. Capital Improvement Planning  
No changes to pavement project. Bids are currently open and will close March 25th.

Hangar #17 Purchase -Draft Bill of Sale, Lease Agreement, and Purchase agreement were provided from City Attorney today and reviewed. Gilleland inquired as to involvement with closing company and who ensures no liens, etc. Retka motioned to request word documents from City for approval to send to seller, Barrett, for review and execution. Ryan seconded, with a note to ask about involvement from title/closing company. None opposed, motion carried.

Robbie mentioned there has been good interest from potential renters and mentioned WFAA will need to determine lease details after acquiring hangar. Josh asked about potential investment and options for security, heat as well as other considerations.

5. Airport Fuel  
Fuel transfer to City was complete as of yesterday 2/26. Tank was empty. Oday fixed pump switch, but receipt printer not working the best. FM live basin subscription is activated and all financial accounts transferred. Robbie talked to Willy about price. Discussion ensued. WFAA decided to set prices at cost+ 8%.

6. SkyDive Fargo Agreement

No updates. Josh had sent SKyDive Fargo agreement to club. Robbie to follow-up with SkyDive Fargo.

Matt asked Megean if she heard anything from the club. She commented the club is trying to increase membership.

7. Report from Airport Manager

- Thursday, May 1, aviation class from Sheyenne doing field trip to Hector & WF at 11:45-12:30.
- Robbie attended a Zoom call regarding Economic Survey. It was brought up that terminal building is not ADA compliant. Discussion on grant to fund handicap ramp to terminal.
- Robbie noticed large crack across ramp from hangar #4.

8. The current monthly Budget and Income report through January 31<sup>st</sup> were reviewed. Some of the grant funding has been received. Robbie will work with Moore to apply for next grant. Gilleland motioned to approve the Budget and Income report, Becker seconded. All in favor, motion passed.

9. Schedule Next Meeting

Airport Authority proposed Thursday April 3<sup>rd</sup> for next meeting due to member conflicts the week prior.

**Brian adjourned the meeting at 6:27 pm.**

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Brian Christl-Chairman

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Matt Retka-Secretary