

**WEST FARGO AIRPORT AUTHORITY MEETING**

**Date: Thursday August 28<sup>th</sup>, 2025**

**5:30 PM- West Fargo Airport Public Terminal**

**Members Present:**

Brian Christl, Ryan Becker, Josh Gilleland and Matt Retka

**Members Absent:**

Ivy West

**Others Present:**

Airport Manager- Robbie Grande

**Brian called the meeting to order at 5:30 pm.**

1. The Minutes from the July 24<sup>th</sup>, 2025, meeting were reviewed. Becker motioned to approve the minutes; Gilleland seconded. None opposed, motion passed.

2. Non-Agenda

Retka talked to someone looking to rent a hangar from WFAA who owns a Thorpe wanting on renters waiting list.

Gilleland asked about allowing a storage bin outside of hangars. Tabled discussion.

Robbie mentioned to start thinking about elections as multiple individuals have expressed interest in being on the WFAA.

Retka mentioned the grass runways is pretty rough and could use a roll.

3. Monthly Financial Report Review

The financial reports through July were reviewed. The Fuel sales last month was \$7,896. July expenses includes new land plain purchase from RDO. August expenses included fire inspection and insurances. Fund balances were reviewed and Crystl asked if contractor would be reimbursed from WFAA or NDAC for grant portion.

Becker motioned to improve the financial report, Gilleland seconded. All in favor, motioned passed.

4. Capital Improvement Planning

Resurface Project Change-Order There has been some concerns about the quality of the surface, with rough spots and parts that are not yet fully cured. Moore has inspected, and individuals have compared to Ada airport, which has the same process completed a few years ago. A portion of the ramp was unable to be completed as the paving machine was sinking through remaining pavement.

Moore recommends rolling the runways and possibly the ramp. AStech will be on-site next week to finish and will try to roll. Currently project is 45-55k overbudget with the need to re-mill and overlay problem area on the ramp. Airport is currently paying \$1500/mo for lighted blockades. Discussion on crack milling procedures and deduct were discussed. Robbie mentioned some rut issues in the grass west of the runway, which contractor should fix prior to payment, as well as the ruts in the parking lot.

Remaining schedule for pavement fix per NDAC recommendation and rolling will be Wed 3-Friday 5<sup>th</sup>, and stripping the following week the 8-12<sup>th</sup>. Currently only one tie-down has been re-installed.

Becker motioned to approve the change orders and scope of work as outlined by Moore and discussed with NDAC. Gilleland seconded. None opposed. Retka mentioned to have ramp rolled if roller on runway is successful. Discussion on rolling and new surface being hard on aircraft tires ensued.

**5. Report from Airport Manager:**

- Robbie tested land-plain and it worked great at first. Noticed the front cutting edge is bent and working with RDO to fix.
- Insurance renewal coverages are not as proposed, and working to get figured out.
- Gust, aerial applicator, asked Robbie about reducing annual operating fee as he had to relocate during airport shutdown. WFAA would expect a formal request to review from tenant.
- O'day fixed hose reel and seems to be working good now. Gilleland inquired about getting a statement on total from fuel purchases to see profits.
- Robbie will be gone tomorrow afternoon for a funeral
- Some minor fixes around the runway will be completed soon.
- Discussion on WFAA member requirements
- WFAA will rent drill to re-tap tie-downs and looking for volunteers. Retka mentioned getting new, longer anchors. Discussion on filling with concrete.

**6. Next Meeting: Some conflicts during regular schedule. Next meeting schedule two days early on Tuesday Sept 23<sup>rd</sup>.**

**Crystl adjourned the meeting at 6:35 pm.**



Brian Christl-Chairman



Matt Retka-Secretary