

## WEST FARGO AIRPORT AUTHORITY MEETING

Date: October 30<sup>th</sup>, 2025

5:30 PM- West Fargo Airport Public Terminal

### Members Present:

Brian Christl, Ryan Becker, and Matt Retka

### Members Absent:

Ivy West and Josh Gilleland

### Others Present:

Airport Manager- Robbie Grande, Rory Jorgensen; the Meyers; Dave Gust

1. **Brian called the meeting to order at 5:40 pm.**
2. The Minutes from the September 23, 2025, meeting were reviewed. Becker motioned to approve the minutes. Retka seconded. None opposed, motion passed.
3. **Non-Agenda**  
Jorgensen mentioned meeting last Tuesday with master area growth committee. Asked about WFAA 5-year plan and concern for 19<sup>th</sup> Ave. WFAA has airspace easement north of 19<sup>th</sup> and potential future plans for 19<sup>th</sup> realignment only if longer runway is desired. Discussion regarding potential developments in WF ensued. Another meeting scheduled for January or February and that committee may reach out to the airport again ahead of that.

Dave Gust requested waiver of commercial operators \$1,000 annual fee as Gust incurred extra expenses during airport shutdown. Retka proposed splitting the difference with the operator. Becker motioned to table the decision until the next meeting. Retka seconded Beckers motion. All in favor-Motion passed. Gust asked about future of WFPD pit maneuver training, which will no longer be carried out at WFAA. Discussion ensues on tire wear from rough surface.

### 4. Monthly Financial Report Review

The financial reports through September were reviewed. Fuel sales were reviewed, prices down some at \$4.84/gal. \$1,460 expense was for construction barricades. Charges also included supplies & rental equipment for tie-down installation, and three invoices from Moore Engineering. No bills from Astech have been received yet. NDAC Grant will reimburse WFAA after those invoices are paid, 70% of original bid this year. Retka reminded that Moore invoices are also covered by the grant, and can be included for reimbursement. Discussion ensued about pavement project and some imperfections which are improving over time, and excessive tire wear.

Becker motioned to approve the monthly financial report, Retka seconded. All in favor-motion passed.

## 5. Capital Improvement Planning

Resurface project update: Work to re-install tie-downs was a challenge getting drill-bit through subgrade. Robbie attempted multiple techniques. Midwestern drilling finished the challenging ones. Retka motioned to pay \$500 invoice for Midwestern drilling, Becker seconded. All in favor, motion passed.

There is a depression ponding water in front of Hangars #2 & 3 that Robbie is planning to grind a drainage channel. Rut repairs along runways are complete.

Hangar # 16 tenant mentioned small dent on hangar, but after walk-through and WFAA could not reimburse. Lesson learned to reach out to tenants ahead of project closure for future projects.

## 6. Report from Airport Manager:

- Terminal roof vent needs replacement
- Loader from Butler was delivered, and then swapped with City loader with snow tires.
- Toilet ran all night and overfilled septic tank, which needed to get pumped.
- No warranty on gravel drag from RDO. Robbie pulled cutting edge and made a repair
- Hector airport letter and 800' agl traffic-pattern altitude submitted
- Snow blade needs to get new cutting edges from Butler. Retka motioned to approve purchase. Becker seconded. All in favor, motion passed.
- Blue tractor needs battery replacement & fuel leak fix
- WFAA received letter from Cargill about a water permit received. WFAA has no comments.

## 7. Next Meeting:

Christl will term out in December. Retka will include nominations for next month's agenda. There are numerous individuals interested in running. Discussion on how nominations and voting should occur. Retka to draft email to City attorney ahead of next meeting.

Discussion on next meeting and Thanksgiving holiday. Tentatively scheduled for Wednesday Dec 3<sup>rd</sup>.

**Christl adjourned the meeting at 6:39 pm.**



Brian Christl-Chairman



Matt Retka-Secretary