

West Fargo Airport Authority Meeting
Date: December 29th, 2022
West Fargo Airport – 5:30 PM

Members Present:

Dan Loegering, Matt Retka, Josh Gilleland, and Brian Christl

Members Absent:

Ryan Becker

Others Present:

Airport Manager/Robbie Grande, Randal and John Mayer.

1. The meeting was called to order by Dan Loegering at 5:37pm
2. The Minutes from the November 29th, 2022 meeting were reviewed.
Josh motioned to approve the minutes as written. Second by Brian. All in favor, none opposed, motion passed.
3. The monthly Budget and Income report as of November 30, 2022 were reviewed. Brian motioned to approve the November financial report, second by Josh. No opposition, motion carried.
4. Report from Airport Manager
 - Lots of snow to take care of over the last month. Has put ~52 hours on the loader. Runway is finally clear and dry.
 - Annual leases all sent out.
 - New beacon working well in cold with heater
5. Capital Improvement Planning
No updates on culvert replacement. Runway & tarmac will need crack-seal only this upcoming year. Gas pump working fine again after some more troubleshooting. Hangar project remained tabled. Josh sent out ALP info to some developers to gauge interest on potential hangar homes. Discussed airport drainage and ditches.
6. Lease Agreement Renewals
All leases have been sent out for payments. Signed D54 LLC lease at meeting. Also transferred 1 carousel spot to Randal and his son, who were present to sign lease.
7. Bylaws Review
Dan provided revised draft of Bylaws for Airport Authority review. Bylaws were summarized by Dan and Matt provided a few proposed edits. Discussed option to provide meeting minutes to the City after Authority approval at successive meetings. Bylaws to be provided to the City for review.

8. Authority Positions

A total of four positions to fill but only three eligible members were present, as Dan's term ends mid-2023. Terms were reviewed and it was noted that updates to the airport webpage on the City of West Fargo website are needed. Dan motioned to keep existing positions until April at which time a new Chairmen will be elected. Josh Seconded. All in favor, motion to keep positions the same passed.

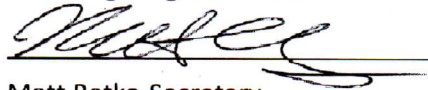
9. Non-Agenda Items:

- Jet fuel was discussed. Not enough demand for the Airport to sanction a tank. Option for a private, mobile Jet-A tank were discussed and Airport Authority was in favor of allowing a Jet fuel truck or trailer at the airport.
- Airport manager salary increases in January as previously approved in the 2023 budget.

Josh motioned to adjourn. Dan adjourned the meeting at 6:33 pm



Dan Loegering-Chairman



Matt Retka-Secretary