

**West Fargo Airport Authority Meeting  
February 22, 2018  
West Fargo Airport – 5:30 PM**

**Members Present:**

Tim Stolz, Dan Loegering, Wade Swenson, Matt Retka

**Members Absent:**

Brian Christl

**Others Present:**

Airport Manager Robbie Grande

**The meeting was called to order by Wade Swenson**

1. Tim Stolz made a motion to approve the minutes from the January 25, 2018 meeting as written, Dan Loegering seconded. Motion approved, none opposed.
  
2. The monthly Budget and Income reports as of February 18th and printed February 22<sup>nd</sup> 2018 were reviewed. Dan Loegering and Robbie Grande met previously in February with Aaron Mitchel, public accountant for the West Fargo Airport Authority to review the accounting procedures. Dan Loegering recapped the discussions with the accountant and further explained the budget report format.

Dan Loegering made a motion to approve the budget report, as printed on February 22<sup>nd</sup>, Tim Stolz seconded. Motion approved, none opposed.

3. Tim Stolz moved and Dan Loegering seconded to approve the following bills:

Cass County Electric Coop	\$466.39
Century Link	\$56.84
Waste Management	\$(None)
Petro Serve	\$121.77 & \$114.88
D54 Aviation	\$3,450.00
Cass Rural water	\$31.25
Secretary (Matt Retka)	\$50.00
HBI	\$600

Notes: HBI invoice was for snowblade pins

No opposition, Motion carried.

4. Report from Airport Manager:
  - Upper Midwest Aviation Symposium is March 4-6, in Fargo. Robbie Grande will be attending.
  - Robbie was busy moving snow this month.
  - The State Grant Requests are due April 10<sup>th</sup> 2018. This notice spurred discussion by the board to get bids for crack sealing.
  - An unknown car has been parked at the terminal for an extended period of time and has become a problem for snow removal.
  
5. Non Agenda Items:
  - Wade recognized Robbie for a job-well done with snow removal and thanked him for always being on-top of airport management duties.
  - Brief Discussion on the need to draft an Airport Layout and Development Plan
  - Tim mentioned the potential for use of solar panels at the terminal building.

**Dan Loegering motioned to adjourn, Matt Retka seconded. Meeting was adjourned at 6:25pm**

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Wade Swenson-Chairman

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Matt Retka-Secretary

[Minutes prepared by Matt Retka]