

West Fargo Airport Authority Meeting
Date: September 27th, 2018
West Fargo Airport – 5:30 PM

Members Present:

Wade Swenson, Brian Christl, Matt Retka, Barrett Irving, Dan Loegering

Members Absent:

None

Others Present:

Airport Manager Robbie Grande

Moore Engineer-Lynn Leslie

Moore Engineer-Nick Gludt

1. **The meeting was called to order by Wade Swenson**
2. The minutes from the August 30th 2018 meeting were reviewed.
Motion to approve minutes by Barrett, Second by Dan. Minutes were approved as written.
3. The monthly Budget and Income reports as of September 25th were reviewed. Motion to approve by Dan and Second by Barrett. None opposed. Motion carried.
4. Barrett moved and Matt seconded to approve the following bills:

Cass County Electric Coop	\$242.83
Century Link	\$58.52
Waste Management	\$90.59
Petro Serve	\$68.60
D54 Aviation	\$3,401.23
Cass Rural water	\$35.76
Secretary (Matt Retka)	\$50.00
Bottom Line Excavating	\$10,800.00
Clarks	175.00

No opposition, Motion carried.

5. Report from Airport Manager:

- Mead & Hunt is planning PCI in early October
- Fire Marshall inspection completed and passed.
- Hangars #6 and & 10 have resold and working on new leases. #10 wants to add a propane tank. #6 is Contract-for-Deed.
- West Fargo Public schools has scheduled Young Eagles EAA day at the airport on October 9th.
- Aaron resigned from West Fargo finance department.

- Contractors need to notify airport when crane work is being done in vicinity of the airport so NOTAM can be issued.
- Bottom Line continues to haul in loads of fill
- Discussion on Airport Authority term expirations

6. Non-Agenda Items:

- Lynn and Nick from Moore Engineering were present to discuss details of ALP. Jared Wingo has left NDAC. It was determined that it would be good to receive some commitment to funding from NDAC before doing too much work on the ALP. Moore's scope and fee for the work was reviewed and discussed. Moore would like to initiate airport survey this fall before snow to be able to work on the drawing and plan documents over the winter.

Motion to Adjourn by Barrett and Second by Brian. Meeting adjourned at 7:10pm.

Wade Swenson-Chairman

Matt Retka-Secretary

[Minutes prepared by Matt Retka]