

West Fargo Airport Authority Meeting
Date: March 25, 2021
West Fargo Airport – 5:30 PM

Members Present:

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

Members Absent:

None

Others Present:

Airport Manager Robbie Grande, Mandy George

1. **The meeting was called to order by Wade Swenson at 5:33pm**
2. The minutes from the February 25th meeting were reviewed.
Motion by Dan to approve as written. Second by Barrett. All in favor, motion passed.
3. The monthly Budget and Income reports as of February 28, 2021 were reviewed. \$100 discrepancy noted last month between actual month to date vs. year to date rent revenue was corrected. 100k transfer from operating to capital reserve fund was requested and should be reflected in March report. Motion by Barrett to approve the Income Statement and Fund Balance. Second by Brian. All in favor, motion passed.
4. Report from Airport Manager:
 - ALP has been signed and is now complete
 - Crack seal & re-striping bids have been requested and will be provided soon
 - Pay-loader has been returned. Robbie will cancel insurance
 - i. Robbie talked to Tim at City Works about rental for next year. It is approx. the same cost not including the blade with a 5-year commitment
 - Vending machine needed repair
 - Hangar #13 leased out to First Class Aviation with a Cherokee available for rental. All hangars are currently full.
 - Mower needs new front tires
 - Airport has been busy recently with nice spring weather
5. Airport White-Paper & Budget Review:
Reviewed draft. No additional comments on the paper, which is planned to be submitted with the upcoming budget. Budgets have not yet been requested. Airport expenses will likely be similar to last year with no major capital improvements scheduled, except for fuel pump computer upgrade.
6. Non-Agenda Items
Some discussion around lagoon development and plan for inert landfill and filling during diversion project ~10 years in the future.

Some access road grading issues were discussed, and airport may need more gravel in the near future.

Motion to Adjourn by Dan and Second by Barrett. None opposed. Meeting was adjourned at 6:10 pm.

Wade Swenson-Chairman

Matt Retka-Secretary

[Minutes prepared by Matt Retka]