



North Dakota Aeronautics Commission

Friday, January 26, 2024 – 9:00 AM
Aeronautics Commission Conference Room
Bismarck, ND

Chair Kyle Humann called the meeting of the North Dakota Aeronautics Commission to order at 9:00 AM on Friday, January 26th, 2024 and roll call was taken.

COMMISSIONERS PRESENT:

Kyle Humann, Chair
Kim Kenville, Member
Steve Blazek, Member
Rodney Schaaf, Member

STAFF PRESENT:

Kyle Wanner, Director
Mike McHugh, Aviation Education Coordinator
Adam Dillin, Airport Planner
Grant Erwin, Airport Planner
Gaye Niemiller, Admin Officer

OTHERS PRESENT:

Steve Iglehart – NDAAA President
Travis McPherson – NDAAA
Tanner Overland – NDAA
Matt Hovdenes – NDAAA
Cindy Schreiber-Beck – NDAAA
Shae Heller – Bismarck Aero Center
Ben Halstenson – NDAAA
DJ Polk – Bismarck Aero Center

12/19/23 Meeting Minutes – Approved as is.

Aviation Education Grant requests:

EDU24-01 - Bismarck Career Day: Mike reviewed annual grant request for Bismarck Career Day where an estimated 950 fifth grade students attended the event last year. Shae wants to further grow the event and hire a photographer for class photos. He also wants to add water bottles and water stations for the kids and reusable bags for snacks. Tanner, Shae, and DJ attended the meeting to add additional information on the event. The goal of the group is to try and make the event better and more memorable each year. The Commission left discretion up to Mike but would like the NDAC staff to work with NDAA to find more ways to be more efficient. Kim made a motion to approve the request for funding up to \$7,700 and asked the group to continue to look to items that could be received in-kind from other entities. Steve seconded the motion. Kim – y, Steve – y, Rodney – y, Kyle H. – y. Motion passes.

EDU24-02 - NDAAA – Wire safety course grant application: Mike provided background on the grant request and discussed the few aerial applicator fatalities that happened last year due to wire strikes. NDAAA is looking to bring in a presenter to educate about flying in low altitude environment that are close to wires. The presenter fees will be split between the ND, SD and MT aerial applicator associations. NDAAA is requesting assistance from the ND Aeronautics to cover 50% of their portion of the event. The event is March 13th in Fargo, and they are planning on 200 attendees. The event will be open and made free to the public to attend. Kim made a motion to approve. Rodney seconded the motion. Kim – y, Steve – y, Rodney – y, Kyle – y. Motion passes.

The Commissioners were also asked if they would be willing to add the upcoming wires training course to provide an aerial applicator with compliance in meeting the annual safety meeting requirement. Essentially, in lieu the NDAC annual safety meeting or the PASS training, they could attend this event instead. Rodney made a motion to accept wires course to fulfill requirements of the ND Aeronautics annual safety meeting. Steve seconded the motion. Kim – y, Steve – y, Rodney – y, Kyle H. – y. Motion passed. This is a one-year exception.

EDU24-03 - UND Aerospace Community Day: This event, in some ways, is similar to Bismarck career day but this is open to the entire community. They receive participation from approximately 3,000 people, anticipating mostly young students. UND is requesting \$1,200 that can help provide transportation to bring people back and forth from airport and facilities and back to campus. Steve moved to approve \$1,200. Rodney seconded the motion. Kim – abstain, Steve – y, Rodney – y, Kyle – y. Motion passed.

Gaye reviewed November and December, 2023 financial statements.

Kyle highlighted some dates and activities from the staff activity report.

- Kyle traveled to Washington D.C. and attended a meeting and NASAO MOU signing with the FAA Administrator.
- Kyle and Mike met with the North Dakota Association of Rural Electric Cooperatives (NDREC) to discuss collaborative efforts to enhance safety for aerial applicators. A tour was also provided of their indoor line worker training center that could also be utilized for UAS training purposes.
- Kyle, Adam, and Grant participated in a scoping meeting with Meade & Hunt and Aptech for the 2024 Pavement Condition Index (PCI) Project.
- Kyle, Adam, Grant, Kyle Humann and the NDSASP/Economic Impact selection committee met with Kimley Horn and Woolpert (formerly called Jviation) to conduct in-person interviews.

Proposed 2024 State Grant Schedule: Kyle reviewed the proposed schedule, deadlines, and dates for the 2024 grant round.

Discussion on Statewide Aviation Studies:

Rates & Charges survey – Staff is still working on compiling the information received and should have it completed and ready to share by the Fly-ND Conference.

Pavement Condition Index – Staff is currently prepping for the federal grant and waiting to review the independent fee review and finalize negotiations.

Statewide Aviation System Plan & Economic Impact – Adam reviewed information related the status and timeline of this project. The last NDSASP was completed in 2014 and the Economic Impact of Aviation Study in 2015. NDAC is combining both studies to save money and effort. Three firms had submitted a proposal stating their qualifications. Those firms were Mead & Hunt, Kimley-Horn, and Woolpert (formerly Jviation). The selection committee held interviews with the top two firms and representatives from those firms on January 23rd. After the interviews, the selection committee recommended the selection of Kimley Horn as the top ranked firm for this project. Steve motioned to approve the recommendation of the selection committee and move forward with Kimley-Horn to develop project scoping, enter contract negotiations, and apply for a federal grant for the Statewide Aviation System Plan & Economic Impact of Aviation Project. Kim seconded the motion. Kim – y, Steve – y, Rodney – y, Kyle H. – y. Motion passed.

Advanced Air Mobility study – Discussions are occurring with the Northern Plains UAS test site and the Governor’s office to develop a statewide roadmap for the UAS/AAM industry. Options are being considered to try to develop a plan prior to this legislative session; however if that cannot occur, a recommendation to fund an effort next biennium would be something to consider.

Statewide Capital Improvement Plan – Kyle, Adam, and Grant reviewed the annual statewide capital improvement plan process with the Commission. NDAC staff provided an overview of the components of the plan and answered questions.

NDAA/Fly-ND Discussion – Mike gave an update to the Commission for the upcoming events planned to occur March 2nd - March 6, 2024, in Grand Forks.

Commissioner Reports – None

Old Business – None.

Adjourn at 11:45 a.m.