



North Dakota Aeronautics Commission

Tuesday, November 13, 2018 – 3:00 PM
Aeronautics Commission Conference Room
Bismarck, ND

Chairperson Kim Kenville called the meeting of the North Dakota Aeronautics Commission to order at 3:00 PM on Tuesday, November 13, 2018.

COMMISSIONERS PRESENT:

Kim Kenville, Chairperson
Cindy Schreiber-Beck, Member
Maurice Cook, Member
Warren Pietsch, Member
Jay B. Lindquist, Member

STAFF PRESENT:

Kyle Wanner, Director
Mike McHugh, Aviation Education Coordinator
Gaye Niemiller, Admin Officer

OTHERS PRESENT:

Tara Brandner – North Dakota Attorney General's Office (Phone)
Gerard Schwan – ND Dept of Trust Lands (Phone)

Minutes – Minutes of the September 18, 2018 meeting were reviewed. No changes were made, and the minutes were accepted as printed.

Financial statements – Gaye presented and reviewed the financial statements for August and September, 2018.

Oil and Energy Impact Grant Approvals - Gerard Schwan, from the ND Dept of Trust Lands discussed the oil impact and energy impact accounts and reviewed the balances of both with the Commission. The oil impact and energy impact funds are currently fully funded, with a \$2m transfer occurring from the Treasurer's Office on 9/24/18. Gerard stated the next land board meeting is 11/20/18 at 1:30 p.m. and that award letters would go out the week after Thanksgiving. Kyle then reviewed each project recommendation for Dickinson and Williston.

Cindy made a motion to approve the grant recommendations to the ND Dept of Trust Lands for Dickinson and Williston. Maurice seconded the motion. Jay B. – y, Warren – y, Maurice – y, Cindy – y, Kim – y. Motion carried.

Excise Tax – Tara Brandner from the AG's office was in attendance to provide an update on the meeting that was recently held between the Aeronautics Commission and the Attorney General's office regarding the excise tax opinion request. Discussions were held on the status of the opinion and what options that existed to continue the process.

Director Monthly Recap - Kyle reviewed the Director's monthly recap, highlighting a few areas for the Commissioners.

Airport Planner Update – Kyle informed the Commission that the interview committee conducted initial phone screenings the week of November 5th and that the interview committee has decided to move forward to in-person interviews with the top four candidates. Discussion was held on providing travel reimbursements for those candidates out of city/state coming for the in-person interview. Kim made a motion to reimburse up to \$1,200 per person based on their travel expenses. Maurice seconded the motion. Jay B. – y, Warren – y, Maurice – y, Cindy – y, Kim – y. Motion carried. Gaye will contact the candidates to arrange interview dates and times.

Kyle also asked the Commission to discuss their intent on accepting Kyle’s recommendation for the hiring of planner candidates and potential moving expenses if one or both positions are offered to candidates from out of city/state. Warren made the motion to allow Kyle to communicate and obtain approval with the chair for both hiring and selecting an appropriate relocation expense that would be offered to the candidate(s) when the offer of employment is made. Jay B. seconded the motion. Jay B. – y, Warren – y, Maurice – y, Cindy – y, Kim – y. Motion carried.

Airport Infrastructure Funding Discussion – Current draft legislation that has also become known as “Operation Prairie Dog”, would create a new permanent airport infrastructure fund that would receive its revenue from oil extraction taxes. Kyle reviewed the current language of the draft bill with the commission and discussion on the draft legislation took place.

Aerial Application Safety Meeting Discussion - Jay B. informed the Commission that the requirement for the Aeronautics Commission’s annual safety meeting came about from the commission being pro-active after 9/11 events. Initially, when the safety meeting was held, there were 75-100 people in attendance. Currently, the ag dept requires the PASS program to be attended by each aerial applicator once every three years and this has had an impact on the number of people attending the Aeronautics Commission’s annual safety meeting. Since attendance numbers for the Aeronautics Commission’s safety meeting have dropped significantly in recent years, the question exists of whether the safety meeting provides value and whether the Commission should continue providing the annual safety meeting at UMAS. Jay B. made a motion to request that Kyle begin the Administration Rule making process and pursue the option to remove the Aerial Applicator safety meeting section from the Administrative Rules. Cindy seconded the motion. Jay B. – y, Warren – y, Maurice – y, Cindy – y, Kim – y. Motion carried.

Old business – None

Commission portfolio reports – None.

Next meeting is December 18, 2018 at 3:00 p.m.

Meeting adjourned at 4:25 PM