



North Dakota Aeronautics Commission

Wednesday, August 23, 2023 – 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 Wednesday, August 23, 2023.

COMMISSIONERS PRESENT:

Kyle Humann, Chair
Kim Kenville, Member
Warren Pietsch, 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

Kyle H. called the meeting to order at 9:00 am and roll call was taken.

6/15/23 Meeting Minutes – Under the FAA Program Update, the third line, add the work “be” in between the words “to” and “added” so it reads “to be added”. The minutes were approved with that addition.

Review Financial Information - Gaye reviewed the May and June 2023 financial statements. She also provided a high-level review of the 2021-2023 biennium-end information for the Aeronautics Commission.

NDAC Staff Activity Report - Kyle W. highlighted multiple activities from the Staff Activity Report that have occurred since the last NDAC meeting. A few highlights from that list includes:

- June 12th – 15th: Mike and Leslie Martin (UND) hosted a professional develop opportunity for teachers. 30 teachers were bussed to Minneapolis and shown a variety of career opportunities.
- June 15th: NDAC Staff and Commissioners participated in an Aeronautics Commission Annual Grant Meeting.
- June 29th: Kyle and Mike participated in a teleconference with the North Dakota Department of Agriculture & North Dakota Information Technology Department to discuss the North Dakota ARC GIS System and combining efforts between the two agencies for MET Tower identification.
- June 30th: Kyle, Grant, and Adam participated in a teleconference with SD Aeronautics staff to learn about their statewide crack sealing program.
- July 10th: Kyle W and Commission Kyle Humann met with newly appointed Commissioner Rodney Schaaf for Commissioner Orientation.

- July 31st – August 3rd: Kyle attended the UAS Detection and Mitigation Aviation Rulemaking Committee Plenary Meetings and the FAA National Drone & Advanced Air Mobility Conference in Baltimore, MD.
- August 2nd: Mike, Gaye, Adam, & Commissioners Kenville, Blazek, and Schaaf attended the Dickinson Airport Runway Ribbon Cutting Event.
- August 8th: Kyle, Adam, Grant, and Commissioners Kenville & Schaaf attended the Airport Association of North Dakota's UAS Industry Workshop at the Grand Sky Industrial Park at the Grand Forks Air Force Base.
- August 9th: Kyle, Adam, and Grant attended an Airport Association of North Dakota (AAND) Board Meeting & roundtable discussion with AAND airport members and engineering firms.

Kyle also provided an update on the status of the airport inspections that have been completed and an update on the soft rollout of the paymentus system for online credit card payments. He also highlighted a few upcoming events and meetings.

Aviation Education Grant – Mike reviewed the educational grant request from the Eight Mile School, which is located close to Williston. They would like to offer a UAS focus class every other year because of the small size of the school. The teacher is currently in the stages of getting licensed. They are asking for a \$10,000 grant to purchase equipment for drone racing. This may be a high request for a program of this size and startup and currently some of curriculum is related. Discussions held. Kim made a motion to decline their request at this time and asked Mike to continue to work with Ethan to identify a tighter budget, get 107 certified, and provide more information about the curriculum. Warren seconded. All yays, no nays. Motion to deny was carried. Mike also commented that we are seeing several smaller schools becoming interested in getting more aviation-related curriculum and activities within their classrooms.

Mike also provided the commission with an NDAA update. They have a strong desire to hire another executive director and they have discussed the possibility of a remote director or to potentially team up with other states. NDAA's Summerfest was back in June; 20-30 people showed up, scholarship money was raised, and there was a good turnout for the Bowman Fly-In. A Career Expo is currently being planned for Minot on October 5th. The Fly-ND Conference will be held in Grand Forks March of 2024 and Fargo is the likely candidate for the conference in 2025.

Discussion on Upcoming Statewide Studies - Kyle discussed the following projects with the Commission:

- Rates and Charges Survey: A draft of a survey recently went out to commercial airports to gain feedback and see if they think something should be added or deleted. The actual survey will be sent out in September with a November deadline. Ideally, information from the survey can be shared at the 2024 Fly ND Conference.
- Pavement Condition Index Project: We are moving forward to advertise the project within an RFQ and have identified a selection committee that will review and provide a

recommendation to the commissioners at a future meeting. The goal is to pursue an FAA AIP grant in the Spring of 2024 and the timeline of the project was discussed. Grant is leading this effort.

- Statewide Aviation System Plan & Economic Impact Study: We are moving forward to advertise the project within an RFQ and have identified a selection committee that will review and provide a recommendation to the commissioners at a future meeting. The goal is to pursue an FAA AIP grant in the Spring of 2024 and the timeline of the project was discussed. Adam is leading this effort.

Discussion on NDAC airports -

- International Peace Garden Airport – The staff is currently working with the FAA and engineering firm to finalize the engineering design report in preparation of bidding the pavement rehabilitation project in the spring of 2024. Budgeting for the project began in 2020 and a conservative estimate at that time was \$2.5 million which was then planned for the 2023-2025 biennium. The cost estimate for the project has now risen to \$3.2 million and the staff is working through project base bid and alternative options to ensure that the major parts of the project will be able to be completed.
- Garrison Dam Recreational Airpark – Aeronautics currently has an easement on the land from the Corps of Engineers and the 25-year agreement ends in 2025. The NDAC staff is interested in pursuing a new agreement for another 25 years but changing it from an easement to a lease which will provide more flexibility for development. The Recreational Aviation Foundation, along with the Corps of Engineers are looking to develop a campground south of the airstrip, wherein they would add an area for aircraft to taxi and park close to the camping area. There may be a future expense on this project and the staff will continue to investigate and bring forward future options for the Commission to consider.

Discuss Commission Portfolio Assignments - Kyle H. wanted to discuss the portfolio assignments and was wondering if they are necessary or needed. Kyle W currently reaches out to each of the Commissioners based on their strengths. Kyle H. thinks that the portfolio's are no longer needed and Kyle Wanner will continue to go to each commissioner as needed. Going forward, the portfolio assignments will be removed from the agendas, but the commissioners are encouraged to continue providing any updates or concerns as they arise.

Old business – None

October 24th at 9:00 a.m. for next meeting tentative.

Adjourned at 11:20am