



North Dakota Aeronautics Commission

Tuesday, August 4th, 2020 – 3:00 PM
Aeronautics Commission Conference Room
Bismarck, ND

Chairperson Warren Pietsch called the meeting of the North Dakota Aeronautics Commission to order at 3:00 PM on Tuesday, August 4, 2020.

COMMISSIONERS PRESENT:

Warren Pietsch, Chairperson
Kim Kenville, Member
Cindy Schreiber-Beck, Member
Jay B. Lindquist, Member
Kyle Humann, Member

STAFF PRESENT:

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

OTHERS PRESENT:

Reid Groth – Sanford Air Medical
Marc Taylor – EAA
Larry Mueller - Hillsboro

Warren called the meeting to order at 3:00 pm and roll call was made.

5/28/20 and 6/11/20 Meeting Minutes – Approved as is.

Financial Statements – Gaye reviewed May and June, 2020 financial statements. No changes were requested.

Director Monthly Recap – Kyle reviewed and highlighted a few topics from the Director Monthly Recap and noted that the upcoming NASAO annual conference will be virtual September 14th-16th.

Aviation Education Update –

- EAA Chapter 1008 (Mandan) Flight Sim – The Mandan flight simulator request from EAA Chapter 1008 was tabled at the last meeting. Mike reviewed information that was requested by the commission. Mandan EAA is a recipient of Mandan Aero Center's props and hops. The flight simulator has been installed at the Mandan airport and noted that they are currently six months behind on revenue. The Commission previously approved an \$8,500 request and this is a supplemental request. Kim moved to approve the supplemental request. Jay B. seconded.

Discussion was held on establishing guidelines for additional grant requests for flight simulators in other locations. Kim – y, Jay B. – n, Cindy – n, Kyle H.- n, Warren – n. Motion denied.

- Hillsboro Airport Flight Sim - Hillsboro airport Authority has a request for a flight simulator. The simulator that they are requesting is an Elite which similar to one at the Mandan Airport. They are asking for 50% of the cost of the flight sim. Larry Mueller presented to the Commission relaying the positive affect that the simulator would have in Hillsboro and the surrounding community. Kim moved to approve the grant request at 50% in the amount of \$13,816.57. No motion was made to second. Kyle H. made a new motion to fund at \$8,500. Jay B. seconded. Discussions were held. Cindy would like the commission to establish parameters surrounding grant funding for flight simulators before going beyond \$8,500. Kim moved to amend Kyle H.'s motion to table request until the Commission can set up parameters to these types of request. Kyle H. accepted the amendment to his motion. Kim – y, Jay B. – y, Cindy – y, Kyle H. – y, Warren – y. Motion passed to table the request.
- Aviation Museum Policy – Mike brought up a change to the Aviation Museum Policy for consideration. Currently, up to \$12,000 is eligible for expenses including salaries and equipment and supplies; the rest is made up by admission fees. By our policy, neither museum will be eligible for the \$20k this year due to impacts of COVID-19. Mike would like to waive the current policy parameters for this year and allow them to be eligible for all expenses and salaries and that would bring them closer to the \$20k. Cindy made a motion to approve a waiver to our existing policy to museums so they can continue their education programs. Jay B. seconded. Warren will abstain from the vote. Kim – y, Jay B. – y, Cindy – y, Kyle H. – y. Motion passed.

Airport Grant Requests –

- Mohall Airport, Runway Extension – Mohall did originally submit an application for this year's grants because they were originally with the understanding that their project would be funded at 100% from the FAA due to the Cares Act. The FAA actually awarded the funding at 90% instead of 100% due to the type of funding being received is from a different pool of funding. The airport is requesting a 5% match from the state. Kim moved to approve as requested. Kyle H. seconded. Kim – y, Jay B. – y, Cindy – y, Kyle H. – y, Warren – y. Motion passed.
- Tioga Airport, Hangar Taxilane and GA Apron Rehabilitation – Tioga did not request funding for this project in the 2020 grant round because the project was not finalized, was not bid, and it was unknown how much federal funding would be received due to CARES funding. Now the project has moved further along, the final cost is approximately 1.2 million with the maximum FAA funding to be received at approximately \$600,000. The airport is requesting that the State fund at a 50% rate for the portions of the project without FAA participation. Kyle H. moved to approve as requested. Jay B. seconded. Kim – n, Jay B. – y, Cindy – y, Kyle H. – y, Warren – y. Motion passed.
- Bismarck Airport – Bismarck had applied for 5% of their 2020 AIP grant this past Spring, but it was not approved this spring because of the premise that the FAA cares funding was expected to provide 100% funding for the project. As the summer progressed, this project did not receive the CARES match due to the "bucket" of funding that the discretionary funding was received

from. The airport is requesting the normal 5% share from the state on this project. Kim moved to approve as requested. Cindy seconded. Kim – y, Jay B. – y, Cindy – y, Kyle H. – y, Warren – y. Motion passed.

Licensing Specialist duties – Kyle and staff previously met with the staff to strategically discuss the licensing specialist position and together, they have reviewed and updated the position duties. Kyle provided details to the position and provided a timeline for advertising, interviewing and hiring.

2021-2023 Agency Budget Review and Approval – Kyle reviewed the proposed budget information and information on an optional budget package with the Commission. Kim made a motion to approve. Cindy seconded the motion. Kim – y, Jay B. – y, Cindy – y, Kyle H.– y, Warren – y. Motion passed

Portfolio Reports – Kyle Humann reported that he read an article posted on the ND Pilot’s Association Facebook page regarding multiple airports that are in need of regular maintenance. Kyle and Mike both reported that they were aware of the report and the office has reached out to the airports in question to request that the mowing and regular maintenance be completed.

Next Commission meeting is tentatively set for 9/24/20 at 3:00 pm.

Adjourn at 5:05.