



North Dakota Aeronautics Commission

Monday, December 14, 2015

Telecom

11:00 am CST

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 11:01 am CST on Monday, December 14, 2015.

COMMISSIONERS PRESENT:

Jay B. Lindquist, Chairman
Maurice Cook, Member
Kim Kenville, Member
Cindy Schreiber-Beck, V. Chairman

STAFF PRESENT:

Kyle Wanner, Director
Mike McHugh, Education Coordinator
Jared Wingo, Airport Planner
Ben West, Airport Planner

OTHERS PRESENT:

Claire Ness, Attorney General's Office.

Minutes – Minutes of the October 4, 2015 meeting were reviewed and accepted as printed.

Financial Statement – Malinda reviewed the Financial Statements as of October 31, 2015 and November 30, 2015. Malinda noted that \$ 3,000 was moved from the pilot services expense account to the new expense account of Credit Card Fees which was set up for the new online aircraft registration system.

Director Monthly Recap - Kyle reviewed the Director's monthly recap for October 9, 2015 through December 11, 2015. He highlighted the airport inspection status, noted that the final reports will be out for the Economic Impact Study, and the FAA release of new policies on registering UAS. Kyle noted that Mike McHugh was appointed Chairman of the ACRP Committee which focuses on aviation education.

Educational Grants – Mike reviewed the following educational grants:

ED16 – 07 – Mike stated that this was an educational grant request from the Grand Forks Area Career and Technology Center for \$ 1,000 to supplement the UAS4STEM Program which was created by the Academy of Model Aeronautics. Mike provided additional information. **Kim moved to approve the grant request at 50% of the costs up to \$ 1,000.. Cindy seconded the motion. Roll Call Vote: Kenville – yeah, Pietsch – yeah, Cook – yeah, Schreiber-Beck – yeah. Motion carried.**

ED16 - 08 – Mike stated that this request was from Fargo Jet Center asking for \$ 2,500 to assist in hosting a Fargo Airport Outdoor Movie Night. Mike provided additional information. Question was asked if the movie nights were approved in the past. After researching, it was shown that they were not. **Warren moved to deny this request. Maurice seconded the motion. Roll Call Vote: Kenville – yeah, Pietsch – yeah, Cook – yeah, Schreiber-Beck – yeah. Motion carried.**

ED16 – 09 – Mike stated that this request was from the Cass County Consortium – Sheyenne High School for \$997.50 to assist with costs to participate in the UAV4STEM competition on the state level. Mike provided additional information. **Kim moved to approve the grant request at 50% of the costs up to \$1,000.00. Cindy seconded the motion. Roll Call Vote: Kenville – yeah, Pietsch – yeah, Cook – yeah, Schreiber-Beck – yeah. Motion carried.**

Website Discussion – Kyle noted that the new website was planned to be live by the end of the week and that aircraft owners would be notified that they may utilize the new website to renew their aircraft registration with credit card payments. The commissioners were welcome to send Kyle any comments or suggestions to improve the website at anytime in the future as the new website continues to be utilized.

Excise Tax Update – Kyle reviewed options that he had put together regarding the enforcement of the Excise Tax Laws varying from imposing civil penalties and to subpoena aircraft owners who have not paid their taxes to appear at a public meeting. He noted that there is additional language regarding due process issues that needs to be put into Chapter 57-40.5 of the Century Code before that chapter can be enforced. With this additional language, it would allow the Tax Department to assist in enforcing these laws. Kyle will be pursuing that language in the legislative session. Kyle also noted that aircraft owners who do not pay excise taxes are ineligible to register their aircraft. Claire will look into the subpoena process for the February commission teleconference.

Administrative Rule Update – Kyle reviewed a memo from the Attorney General’s Office regarding minor formatting issues that would be changed within the Administrative Rules before it would go for final approval with the Administrative Rules Committee. **After review of the proposed changes, Cindy moved to approve the recommended formatting changes. Kim seconded the motion. Roll call Vote: Pietsch – yes, Kenville – yes, Schreiber-Beck – yes, Cook – yes. Motion carried.**

Portfolio Reports – None

Other Business – None

Next meeting scheduled for Tuesday, February 9, 2016 – 3:00 pm.

Meeting adjourned at 12:30 pm.