



## North Dakota Aeronautics Commission

Tuesday, February 16, 2016

Telecom

3:00 pm CST

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 3:00 pm CST on Tuesday, February 16, 2016.

### **COMMISSIONERS PRESENT:**

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

### **STAFF PRESENT:**

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

### **OTHERS PRESENT:**

Shae Helling, NDBAA

Chairman JB called the meeting to order at 3:00 pm on Tuesday, February 16, 2016 via telecom.

Minutes - Minutes of the December 14, 2015 and January 19, 2016 meetings were reviewed. With no changes noted, the minutes were accepted as printed.

Excise Tax – Claire Ness, Attorney General’s Office, was on-line to discuss the subject of Excise Tax and non-compliant aircraft owners. Kyle noted that there currently was only about \$ 9,600 excise tax due remaining from non-compliance. Different options discussed were sending out excise tax notice via certified mail, issue court order to force compliance and issue subpoenas. Kyle recommended that the commission move forward to recommend legislative changes to address the issue. Language regarding the proposed changes to century code will be presented at a future meeting.

Financial Statement – Malinda presented the financial statements of December 2015 and January 2016. She noted that in February the general fund revenue line will show a reduction of \$ 40,500 due to the Governor’s required general fund reduction of 4.05% for each agency.

Director Monthly Recap – Kyle Wanner gave his monthly recap noting the finalization of the Economic Impact Study with good press on the subject, The PCI Study is currently in draft form and will be ready to unveil at UMAS. He also received a tour of the Minot Airport Terminal, and lastly reported that Gaye Niemiller was coming out for a second interview for the Administrative Officer position. **Cindy moved and Kim seconded motion to allow Kyle to offer the position to Gaye after the second interview if Kyle determines Gaye to be the right fit for the position. Roll Call Vote: Kim – yes, Cindy – yes, Warren – yes, Maurice – yes. Motion carried.**

Educational Policy and Grant – Mike reviewed the changes that were made to GEN – 10 AEFAM Policy. Mike also presented a letter from the Dakota Territory Air Museum noting their disappointment with the proposed changes as Mike noted he had distributed them to the museums for their feedback. Discussion was held. **Kim moved and Cindy seconded to approve the changes as presented. Roll call vote: Warren – yes, Kim – yes, Cindy – yes, Maurice – yes. Motion carried.**

Mike presented grant request, EDU16-10, from NDBAA for \$ 7,600.00 to support the Bismarck Aviation Career Day. Shae Helling was present to answer questions. Shae noted it will be held May 11<sup>th</sup> in Bismarck at the Bismarck Aero Center hangars. **Kim moved and Cindy seconded to approve \$ 2,200 for the costs associated with the career days with our office providing the gliders through our promotional budget. Roll Call Vote: Maurice – yes, Warren – yes, Cindy – yes, Kim – yes.**

Spring Grant Schedule – Kyle reviewed the upcoming grant schedule as:

Wednesday, February 24 – release letters to airports with grant schedule and grant applications

Friday, April 15<sup>th</sup> – State grant applications are due

Friday, May 20<sup>th</sup> – get e-mail to Commissioners with staff recommendations of grants

Thursday, May 26<sup>th</sup> – in person meeting with commissioners to approve or change staff recommendations

Monday, May 30<sup>th</sup> – release letters to airports of the grant recommendations and grant meeting information

Thursday, June 9<sup>th</sup> – State grant meeting in Bismarck and

State Funding Update – Kyle noted the general fund decrease in grants of \$ 40,500 and the decrease in energy Impact funding. He noted that all future grant rounds for the Energy Impact Office have currently been suspended until further notice and the recovery of oil tax revenue.

Aerial Applicator Emergency Operations – Kyle shared an e-mail received from the Dept. of Emergency Services requesting the current aerial applicator emergency operations plan and current Aerial Applicator Fire Suppression Agreement.

UMAS Discussion – Kyle noted a few sessions for the Commissioners to be aware of – one being Tuesday Breakfast would be a discussion on the Williston Airport Project, Tuesday at 11:00 am is the Listening Session for the Aeronautics Commission, and Ben, Jared, and Mike's Aeronautics Commission presentation would be on Monday at 2:30 pm. He also noted the opening social at the Heritage Center on Sunday with the Passport Awards being awarded that on Sunday at 7:00, and the Commission's aerial sprayer's safety meeting being held Sunday from 2:30 – 4:30.

Other Business – JB wanted to note that he had attended an aerial applicator's convention in Missouri and he said the Tri-State Aerial Sprayers convention was far superior to the one he attended in Missouri.

Next Meeting – Kyle recommended Tuesday, April 12, 2016 – 3:00 pm.

Meeting adjourned at 4:15 pm.