



North Dakota Aeronautics Commission

Friday, February 6, 2015 - 3:00 pm CST
Teleconference

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 3:00 pm CST on Friday, February 6, 2014.

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

Kyle Wanner, Director
Malinda Weninger, Admin. Officer
Jared Wingo, Airport Planner
Ben West, Airport Planner
Sean Davis, Aviation Education Coordinator

Chairman Lindquist called the meeting to order at 3:00 pm CST.

Minutes – Minutes of the December 9, 2015 meeting were reviewed. **Warren moved to approve the minutes as presented, Cindy seconded the motion, Maurice voted yeah, Kim abstained. Motion carried.**

Financial Statement – Malinda reviewed the Financial Statements as of December 31, 2014 and January 31, 2015. She noted the all-time high of aircraft registration for 2014 with 2,019 aircraft registered pushing the projected revenue for aircraft registrations collections to 100% at the end of January.

Director Monthly Recap - Kyle reviewed the Director's monthly recap. He highlighted the budget process along with all the aviation bills. He noted that the State Aviation System Plan's Executive Summary should be printed in time for the Commission budget hearings. He reported that FAA Funding may be released later than planned. He reported that the legislative social had a good turnout with airport personnel and legislators. A lot of discussion was held on the mill levy concerns. He noted upcoming events of Tri-State PAASS Program, Aviation Symposium, Aviation Day at the Capital on March 17th, AUVSI Conference in Atlanta in May and the TRB National Aviation System Planning Symposium in May in South Carolina in which Kyle was asked to be a guest speaker and sit on a panel. Kyle also alerted the commissioners to the fact that he will be on vacation from July 3rd to July 17th.

State Grant Meeting Schedule – Kyle reviewed the proposed grant meeting schedules for the Commissioners review. Discussion held and Kyle was advised to proceed with the schedule as presented.

PCI Study Update – Kyle reported that four consultants had responded to the Request for Proposals to update the PCI Study in 2015. The four consultants were Mead & Hunt partnered with AvTech, KLJ partnered with Pavement Tech, Tannis Engineering out of Minot and All About Pavements out of Minnesota. Kyle has selected a Committee who will review the submitted proposals. Kyle noted that after committee review

process, a Commission meeting will be needed to accept the top consultant and get permission to proceed on to produce a Scope of Work.

Powder River Update – Kyle stated that the matter is in the hands of the FAA to decide its fate. Warren reported he had attended an outreach meeting in Bowman which he said helped alleviate some concerns.

Aviation Education Position – Kyle reported that he, Sean and Malinda had interviewed 3 candidates for the Aviation Education Coordinator position and that Mike McHugh came out as the top candidate. Kyle asked for a motion to allow him to hire Mike McHugh. **Kim moved to allow Kyle to proceed forward in the hiring process of Mike McHugh. Warren seconded the motion. All members voted yeah. Motion carried.**

UMAS Discussion – Kyle reminded the Commission that there will be a General Session on Tuesday, March 3rd for an Aeronautics Commission Listening Session. Kim, JB, Warren, and Maurice planned to be there with Cindy unsure at this point.

Legislative Update – Kyle reviewed the following Bills:

HB1006 – Aeronautics Commission Budget Bill - Kyle reported there have been two hearings on the Commission Budget with no major concerns at this time. He stated that this included the Commission receiving the interest on the Special Fund and an additional FTE.

HB1013 – Land Use – Energy Impact Funding – Kyle stated there are a lot of questions at this time on the Williston project – hoping to get the EA completed this spring.

SB2056 – Mill Levy – this bill would allow airport authorities to certify a mill levy if bonding.

SB2109 – Aircraft Registration Fees – Kyle reported that the CPI increase was removed and that AOPA had showed opposition to the bill.

Educational Grants – Sean Davis reviewed the following education grant requests:

FY15-07 – Sean reviewed this request for \$ 10,450.00 from the ND Aviation Council to cover speaking fees and travel costs for Banquet speaker, Rod Machado, and General Session speaker, Maj. Gen Joersz, and to pay the admission fee for 50 students to attend the convention. Discussion held. **Cindy moved and Kim seconded to approve FY15-07 as presented. Warren voted yeah. Maurice voted nay. Motion carried.**

FY15-08 – Sean reviewed this request for \$ 5,100.00 from AEND (Aviation Education North Dakota) to cover cost of lodging and admission for 18 students to attend the Oshkosh EAA Airventure 2015. Discussion was held on the career goals derived from this trip and the assistance of AOPA and EAA in the trip. **Cindy moved, Warren seconded, all members voted yeah, motion carried to approve FY15-08.**

FY15-09 – Sean reviewed this request for \$ 1,350.00 from Bismarck Career Academy for admittance to the Upper Midwest Aviation Symposium banquet for 30 students to allow them to hear Rod Machado banquet speaker. He explained that the students will also be attending the convention all day on Tuesday. **Kim moved to approve the FY15-09 grant request, Cindy seconded the motion. All members voted yeah, motion carried.**

FY15-10 – Sean reviewed this request for \$1,250.00 from the North Dakota Aviation Council to cover half of the estimated costs of producing the ND Aviation Hall of Fame Video. Discussion held. **Warren moved to deny the FY15-10 grant request. Kim seconded the motion. All members voted yeah. Motion carried.**

FY15-11 – Sean reported that this grant request can be removed from the agenda as was not ready at this time.

Old Business –

Administrative Rules – tabled until future meeting.

Director Evaluation Update – Kim Kenville reported that the evaluation process that she conducted went very well with input from varying individuals. She reported very positive feedback on the current director, Kyle Wanner.

HR-5 – Director Evaluation Policy – Kim presented a rough draft of the HR-5 Policy – Evaluation of the Executive Director. She will continue to work on it and present at a future meeting.

Commission Portfolio Reports –

Maurice reported on meetings that were held on the proposed Mill Levy bill.

Other Business – None

Next meeting is tentatively scheduled for Monday, March 2nd at 4:30 pm

Meeting adjourned at 4:35 pm