



## North Dakota Aeronautics Commission

Tuesday, July 8, 2014 – 2:00 pm CST  
Teleconference

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 2:00 pm CST on Tuesday, July 8, 2014.

### **COMMISSIONERS PRESENT:**

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

### **STAFF PRESENT:**

Kyle Wanner, Director  
Malinda Weninger, Admin. Officer  
Sean Davis, Special Projects

Minutes – Minutes of the June 3, 2014 meeting were reviewed. It was noted that for motions made on FY-14-15 and FY-14-16, it should be noted as “yeah” rather than “nay”. With this change, the minutes were accepted.

Financial Statement – Malinda reviewed the Financial Statement as of June 30, 2014.

Director Monthly Recap – Kyle reviewed his June Monthly Recap report. He highlighted the Devils Lake and Jamestown ribbon cutting event, the FAA meeting in Chicago to discuss ND airport infrastructure, Executive Orientation training, and the UAS Summit in Grand Forks.

Pilot Services - Kyle reported that the Commission received three quotes for pilot services to fly the Cessna 206. He reported Roy Weige was the lowest bidder at \$ 35.00/hr. Other quotes were received from Bismarck Aero Center and Executive Air Taxi. Kyle noted that Roy Weige meets all the requirements of the insurance company to fly the 206. **Kim moved, Maurice seconded to accept the quote process and hiring Roy Weige. Roll Call Vote: Warren – yeah, Maurice – yeah, Cindy – yeah, Kim – yeah. Motion carried.**

Regional Air Service Alliance - Kyle reported that the Regional Air Service Alliance group was formed to act as a coalition of airports, state aviation departments, businesses, economic development agencies chambers of commerce’s to focus on introducing and managing initiatives designed to preserve today’s regional air service. He reported that it has been requested by the Fargo Airport manager that the Commission consider joining this alliance. **After discussion, Maurice moved to not join the Regional Air Service Alliance, Warren seconded the motion. Roll Call vote: Kim – yeah, Cindy – yeah, Maurice – yeah, Warren – yeah. Motion carried.** Discussion was also held on the pending pilot shortage.

2015 – 2017 Budget – Kyle presented the proposed 2015 – 2017 Budget. He noted that the due date is July 15, 2014. He noted the optionals in the budget included \$ 5,000,000 of One-time General Funds for airport grants, \$ 9,450,000 Permanent General Funds for airport grants, and an additional FTE. **Kim moved, Warren seconded to allow Kyle to move forward with the proposed budget. Roll Call Vote: Kim – yeah, Cindy – yeah, Warren – yeah, Maurice – yeah. Motion carried.** Kyle also mentioned that he, along with AAND, will

show support for UGPTI studies, \$ 50 million in the Energy Impact budget for airports, UND's apron reconstruction needs, and allowing the Aeronautics Commission to collect interest earned on the Special Fund.

E-mail Correspondence – Claire Ness with the Attorney General's office addressed the group on the etiquettes of e-mail correspondence.

Other Business – Kyle reported on the 2014 FAA Airports Seminar being held on September 22-23rd at the Radisson Hotel. Malinda will look into getting meeting space for a Commission meeting on the 23<sup>rd</sup>.

Old Business –

Mill Levy Language – Kyle will keep a watch on this when the Tax Committee meets.

Administrative Rules – Claire is continuing to work on this.

Staffing Update – Kyle reported that interviews will be held next week with six candidates. Kyle asked if the Commission would allow any reimbursement for travel expenses for them to come in for interviews as five are from out of state. **Warren moved, Maurice seconded to allow up to \$ 500 reimbursement for expenses per candidate. Roll call Vote: Kim – yeah, Warren – yeah, Maurice – yeah, Cindy – yeah. Motion carried.**

Portfolio Assignment Descriptions – Maurice reviewed the portfolio assignment descriptions that had been written up. **Maurice moved, Kim seconded to approve the portfolio assignment descriptions and to have this a permanent agenda item so that Commissioners can report anything that they handled with their assignment pertinent for the other commissioners to know. Roll call vote: Maurice – yeah, Cindy – yeah, Warren – yeah, Kim – yeah. Motion carried.**

Economic Impact Study – Kyle reported that he and Kim reviewed the Scope of Services for the Economic Impact Study and were able to negotiate the price down to \$ 600,000 from the previous \$ 700,000 figure. FAA will cover 72% of the costs (\$430,000) and the state 28% of the costs (\$170,000). Kyle reported that the scope and fees are at the FAA for review. After their review, an application will be submitted.

Next meeting is scheduled for Tuesday, August 12<sup>th</sup> at 2:00 pm

Meeting adjourned at 3:30 pm