



North Dakota Aeronautics Commission

Wednesday, May 25, 2016 – 3:00 p.m. CST
Aeronautics Commission Conference Room
Bismarck ND

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 3:00 pm CST on Wednesday, May 25, 2016 in the Aeronautics Commission Conference Room.

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
Gaye Niemiller, Administrative Officer

OTHERS PRESENT:

Gene Knutson – Tioga ND

Minutes - Minutes of the April 12, 2016 meeting was reviewed. Maurice asked to add Eduardo Angeles' title of Associate Administrator for Airports to the Minutes. This is in regards to Kyle's meeting with Eduardo on March 1st. The minutes were accepted as printed with the minor correction.

Financial Statement - Gaye presented the financial statement for April, 2016. There were no questions on the financial statement.

Director monthly recap - Kyle provided his monthly recap statement for the Commission's review and highlighted a few occurrences. On April 26th, Kyle, Mike, and Ben were in Grand Forks for various meetings. Kyle attended a meeting for the selection of the new Dean of UND. Paul Lindseth, who is the current Associate Dean for UND has been selected as a final candidate. Kyle, Mike, and Jared attended the dedication for the new Minot terminal and Air Museum on May 6th. The American Council of Engineering Companies (ACEC) met on May 10th and it was a unanimous consensus among the engineering firms to come up with a standard statewide spec (document) to eliminate some paperwork that would help consultants when submitting paperwork. Kyle is expecting a rough draft of this document at some point and then

will present the proposal to the Commission. There were 750 students that attended the Bismarck Aviation Career Day event on May 11th. April 13th Kyle participated in the Atmospheric Research Board and the teleconference with NASA Board. Kyle has been asked to be on the NASA Board for the Center of Excellence.

Kyle also provided an updated to the biennial audit in progress. The audit is wrapping up and has gone well. An exit interview will be set up shortly and a copy of the findings will be provided to the Commission.

Review Grant Recommendations –

Air Carrier Airport Grant Awards – No recommended changes were made from the information that was provided to the Commissioners in their meeting packet that was sent out prior to the meeting.

Discussion was held on the Jamestown jetway passenger boarding bridge and the replacement of airside electrical and lighting and purchasing paint machine in Minot. **Kim made a motion to approve the air carrier grants as presented. Warren seconded the motion, all members voted yeah and the motion carried.**

Total air carrier grants approved is \$1,818.629.00.

General Aviation Airport Grant Awards – Kyle, Ben, and Jared reviewed recommended changes to the General Aviation Airport Grant awards from new information that has been provided since the packets were sent to the commissioners.

Cindy made a motion to approve the federal and pavement maintenance projects as presented. Warren seconded the motion, all members voted yeah and the motion carried.

Discussion took place regarding the statewide AWOS program and future anticipated replacement costs of AWOS parts. It was recommended that the commission staff check what Colorado does about their AWOS system.

Non-Federal Projects Discussion - Initial discussion was held on why the Pembina apron request did not get funded, and questions on Valley City's cultural inventory. Additional discussions continued regarding Grafton's purchase of security cameras, Mcville's replace roof on main airport building, New Rockford's runway and taxiway, Wahpeton's Jet A fuel truck repairs, Stanley's land acquisition, Watford City's AGIS Update, Wahpeton's Audits, and Killdeer's instrument approach development.

Kim made a motion to approve all Non-Federal Projects as listed. Warren seconded the motion, all members voted yeah and the motion carried.

Total general aviation grants approved is \$1,578,085.00.

Award letters will be sent out to airports by the end of the week.

Excise tax language – Discussion held on the proposed changes from the Tax Department regarding the language that allows them the ability to collect on delinquent excise tax accounts. Kyle and Maurice will meet with the new Attorney General’s Office Assistant to further discuss.

Governor’s budget recommendations – The Governor’s base budget for next biennium’s general fund request must start at 10% less from last biennium, at \$900,000. The Governor did allow the ability for the commission to also offer an optional budget for consideration. The Commission gave their general approval with Kyle providing them with an optional budget to consider a request to the governor which includes major capital improvement projects that are planned to take place next biennium. Kyle will present the draft to the Commission at a future meeting.

Commission Revenue Discussion – Review and discussion of the revenue sheets that were provided. Discussion took place regarding commission interest on recommending changes to the legislature on revenue streams, particularly aircraft registration fees. Cindy will look for potential sponsors of the commissions’ recommended changes to the aircraft registration fees.

Meeting adjourned at 5:30 p.m.