



North Dakota Aeronautics Commission

Tuesday, May 29, 2018 – 8:30 AM
Aeronautics Commission Conference Room
Bismarck, ND

Chairperson Cindy Schreiber-Beck called the meeting of the North Dakota Aeronautics Commission to order at 8:30 AM on Tuesday, May 29, 2018.

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

Kyle Wanner, Director
Mike McHugh, Education Coordinator
Lydia Wiff, Airport Planner
Jared Wingo, Airport Planner
Gaye Niemiller, Admin Officer

OTHERS PRESENT:

Tara Brandner – North Dakota Attorney General's Office (Phone)

Minutes – Minutes of the April 17, 2018 meeting were reviewed. No changes were made and the minutes were accepted as printed.

Financial statements – Gaye presented and reviewed the financial statements for March and April, 2018.

Director Monthly Recap - Kyle reviewed the Director's monthly recap, highlighting a few areas for the Commissioners.

Agency Audit Results – Kyle reviewed the 2015-2017 audit findings, which resulted in no formal writings, and only one informal recommendation from the Auditor's Office.

FAA \$1 Billion AIP Provision – The FAA passed their reauthorization of appropriated funding through the end of their fiscal year, which is October 1st. They included an additional \$1 billion of general fund dollars through 2020 for rural airports meeting certain criteria. Kyle provided the Commission with a document highlighting the current guidance and qualifications for this supplemental funding. Eligible Commercial Air Service airports could receive up to 90% federal funding and eligible GA airports could receive up to 100% federal funding.

Review Grant Recommendations –

Air Carrier – Jared and Lydia reviewed the projects and recommendations for air carrier funding for 2018. Kim moved to approve the air carrier grant recommendations for 2018. Jay B. seconded the motion. Jay B. – y, Warren – y, Maurice – y, Kim – y, Cindy – y. Motion carried.

A total of \$1,377,020 was approved for Commercial Service Airports.

GA federal grants– Jared and Lydia reviewed the projects and recommendations for GA funding for 2018. The Hettinger federal project grant request for \$5,000 was originally not included on the spreadsheet through staff error and was added to the recommendation. Kim moved to approve the GA federal grants with the addition of Hettinger. Warren seconded the motion. Jay B. – y, Warren – y, Maurice – y, Kim – y, Cindy – y. Motion carried.

GA crack sealing grants – Jared and Lydia reviewed the projects and recommendations for the GA crack sealing grants. The Hettinger crack sealing grant request for \$8,800 was originally not included on the spreadsheet through staff error and was added to the recommendation. Jay B. moved to approve as shown. Maurice seconded the motion. Jay B. – y, Warren – y, Maurice – y, Kim – y, Cindy – y. Motion carried.

GA non-federal projects – Jared and Lydia reviewed the projects and recommendation for the GA non-federal grants. Kim moved to approve the GA non-federal projects. Jay B. seconded the motion. Jay B. – y, Warren – y, Maurice – y, Kim – y, Cindy – y. Motion carried.

A total of \$1,988,560 was approved for General Aviation Projects.

Review of GEN policies –

The Commission reviews all of the agency GEN policies and determined that recommended updates to the GEN 5 Windsock Policy and GEN 7 – Term of Chair and Chair Elect were justified. Warren made a motion to approve the changes to the two policies as discussed. Jay B. seconded the motion. Jay B. – y, Warren – y, Maurice – y, Kim – y, Cindy – y. Motion carried.

Statutory change discussion – Maurice discussed the importance of reviewing the commission’s statutes and asked the Commission to review and bring for future discussion, any known recommended changes that may need to be made.

Agency Budget Guidelines – Kyle met with the agency heads in the Governor’s office and summarized for the Commission the information from the Governor regarding the 5% budget reduction goals to general and special funds.

IPG Airport Master Plan discussion – Steve Aldinger, from Interstate Engineering, handed out information on the IPG master plan and airport layout project. The Commission was updated on the status of the project and requested feedback on planning concepts and future airport development goals.

Aircraft Excise Tax discussion – Tara Brandner, from the Attorney General’s office was present to update the Commission on the aircraft excise tax opinion. The opinion is currently in the AG’s office, going through a second review. There is still no estimated timeline for when the final opinion will be released.

Election of Chair Elect – Maurice nominated Warren as chair elect. Jay B. seconded. The nomination was accepted and voting commenced. Jay B. – y, Warren – abstain, Maurice – y, Kim m- y, Cindy – y. Motion carried.

Old business –

Commission portfolio reports – None.

Next meeting is the state grant meeting that is set for Thursday, June 7th at 9:00 AM at the Bismarck airport.

Meeting adjourned at 12:10 PM