



North Dakota Aeronautics Commission

**Thursday, May 21, 2015 – 10:00 am CST
Aeronautics Commission Conference Room
Bismarck, ND**

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 10:00 am CST on Thursday, May 21, 2015.

COMMISSIONERS PRESENT:

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

STAFF PRESENT:

Kyle Wanner, Director
Malinda Weninger, Admin. Officer
Jared Wingo, Airport Planner
Ben West, Airport Planner

OTHERS PRESENT:

Lance Gaebe, Director, Energy Infrastructure & Impact Office
Wayne Knutson, Knutson Flying Service Inc.
Claire Ness, Attorney General's Office

Chairman Lindquist called the meeting to order at 10:00 am in the Aeronautics Commission conference room on Thursday, May 21, 2015.

Minutes – Minutes of the April 14, 2015 meeting were reviewed. The minutes were accepted as printed.

Financial Statement – Malinda reviewed the Financial Statements as of April 30, 2015. She noted the three revenue streams that have come in higher than forecasted.

Director Monthly Recap - Kyle reviewed the Director's monthly recap for April 13th through May 20th. Kyle discussed the System Planning Conference he recently attended, the AUVSI Convention, changes in the FAA Staffing, upcoming Bowman and Killdeer airport's ribbon cutting. Kim asked if Kyle could check that the latest UGPTI Report is out on their webpage. Kyle also noted the Agency's final budget flowchart based on this past legislative session.

Energy Impact Grants – Kyle reviewed two bills that resulted towards the end of the session. He noted HB1176 which awarded the \$ 48,000,000 for the Energy Impacted Airports and SB2015 which laid out specific legislative intent regarding the energy impact funding.

Kyle reviewed the breakdown of the airport grant funding available for today's Commission meeting. He noted that there was \$981,414 remaining appropriation from the current biennium, \$ 5,000,000 in new funding appropriation for the 2015-2017 biennium in special funds and \$ 1,000,000 in new general funding

appropriation for the 2015-2017 biennium. Kyle proposed that for today's meeting \$ 3,514,974 be allocated leaving \$ 3,466,440 appropriation for next year's grant meeting.

Kyle referred the Commissioners to the "Airport Energy Impact Award Recommendations" sheet. Grants for Dickinson, Williston, Killdeer, New Town, Westhope, Washburn, Garrison, Kenmare, and Minot were reviewed with questions being answered as they came up.

Kim moved to approve the recommended "Airport Energy Impact Awards" in the amount of \$ 20,670,526 broken down as \$ 19,364,488.65 to be awarded and \$ 1,306,037.35 to be pledged. Cindy Schreiber-Beck seconded the motion. All members voted yeah. Motion carried.

General Aviation Airport Grants – Kyle, along with the Airport Planners, reviewed the recommended General Aviation Airport Grant Awards.

The grants matching FAA projects were reviewed.

Kim moved to approve the recommended state grants matching FAA projects as presented in the amount of \$ 530,746.00. Cindy seconded the motion, all members voted yeah, motion carried.

The grants matching rubber crack filling projects were reviewed.

Cindy moved to approve the recommended state grants matching rubber crack filling as presented in the amount of \$194,580. Warren seconded the motion, all members voted yeah, motion carried.

The grants matching non-federal projects were reviewed.

Kim moved to approve the recommended state grants matching non-federal projects as presented in the amount of \$ 604,459.00. Cindy seconded the motion, all members voted yeah, motion carried.

Total general aviation grants approved is \$ 1,329,785.00.

Air Carrier Airport Grants – Kyle, along with the Airport Planners, reviewed the recommended Air Carrier Airport Grant Awards.

Discussion was held on the Jamestown project of a terminal secure area expansion and the Grand Forks project of infrastructure for GA Development east airfield.

Kim moved to approve the recommended air carrier airport grants as presented with the exception of the Jamestown terminal secure area expansion for \$ 40,500 and the Grand Forks Infrastructure for GA development east airfield in the amount of \$ 843,028 and asked that Kyle request airport representatives to be at the meeting to discuss these projects further. Cindy seconded the motion, all members voted yeah, motion carried.

Total air carrier grants approved is \$ 1,301,661.00.

The meeting adjourned as 12:15 for lunch and reconvened at 1:00 pm

Policy Review – Kyle presented Policy # GR-2 – Airport Grant Funding with the final paragraph revisions as recommended by the Attorney General's office. It had been recommended that this last paragraph be reviewed by the AG office.

Kim moved, Cindy seconded, all members voted yeah, motion carried to approve the final paragraph revisions to Policy # GR-2 – Airport Grant Funding.

Commission Website – Kyle reviewed a proposal from MABU for redesign of the Commission’s website. Kyle reviewed the specifics and noted a development cost of 22,050. **Cindy moved, Maurice seconded, all members voted yeah, motion carried to allow Kyle to proceed with a contract and website re-design.**

Pavement Condition Index – 2015 – Kyle explained that the PCI request for proposals process and scoring of consultants was completed. He noted that Mead and Hunt along with Applied Pavement Technology was selected. Kyle asked for permission to move forward in applying for a federal grant of \$441,756 and to utilize \$156,204 of state funding to match the federal portion. **Cindy moved, to allow Kyle to move forward with the federal funding application for the PCI project. Roll Call vote: Maurice, yes, Cindy – yes, Kim – abstain, Warren – yes. Motion carried.**

Director Salary Discussion – Kim suggested that Cindy and JB handle the pay increase for the Director for a July 1st salary increase timeline.

Old Business – Kyle reported that he, JB and Cindy will be meeting after today’s meeting to discuss the Administrative Rules Chapter 6-02-02 on Aerial Applicators.

Commission Portfolio Report – Maurice commented on the aircraft registration bill which would have increased registration fees which failed. He suggested that maybe for the next session a sponsor be found for the bill.

Other Business - JB introduced Wayne Knutson, Tioga, who was present to address the Commission on issues regarding the Tioga Airport. After his communications, JB thanked Mr. Knutson for attending today’s meeting.

The next meeting is scheduled for Thursday, June 4, 2015 at 9:00 am at the Bismarck Municipal Airport Terminal, Conference Room A & B.

The meeting adjourned at 2:04 pm.