



North Dakota Aeronautics Commission

Tuesday, November 12, 2014 – 9:00 am CST
Teleconference

Chairman Lindquist called the meeting of the North Dakota Aeronautics Commission to order at 9:00 am CST on Tuesday, November 12, 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

OTHERS PRESENT:

Claire Ness, Attorney General's Office

Minutes – Minutes of the October 14, 2014 will be reviewed at the next meeting.

Financial Statement – Malinda reviewed the Financial Statement as of October 30, 2014. She noted the requirement to have 25% of the Operating Expenses Line Item remaining as of January 1, 2015.

Director Monthly Recap - Kyle reviewed the monthly report highlighting the October 21st Great Lakes Regional State Directors meeting in Chicago and the October 30th meeting with the Governor and the Board of University and School lands to allocate oil impact dollars for airport projects. Kyle noted the upcoming planned tour for the State Aviation System Plan presentations being held December 15-17 in Bismarck, Minot, Grand Forks and Fargo.

Policy – Sean Davis presented GR-4 Educational Grant Funding Policy with the prior requested change in Item 6 to insert "it is highly recommended" in the first line after the word success. **Kim moved to approve the policy with that change with a review date of November 12, 2016. Cindy seconded the motion. All members voted yeah. Motion carried.**

Grant Request – Kyle reviewed a grant request from the Adams County Airport Authority – Hettinger Airport. He stated it would be to prepare soil borings, engineering report and survey for runway and taxiway pavements. He stated they are requesting 90% state matching of the project for \$38,198.00 in funding. Kyle explained that the project is recommended to be funded now so that the airport can be ready to receive a federal discretionary grant in 2015. **After discussion, Warren moved to grant the Hettinger Airport 90% state matching funds up to \$38,198.00 for the for the noted project. Kim seconded the motion. All members voted yeah. Motion carried.**

Old Business –

Aircraft Registration Fees – Kyle reported that the proposed changes to the aircraft registration fees in Section 2-05-11 may be added as an agency bill by the Governor’s Office. Kyle recommended that the commission remove section 2-05-11.2 regarding the permanent registration of certain older aircraft. **Cindy moved, Warren seconded, to approve the changes as recommended by the Attorney General’s Office to the aircraft registration sections. All members voted yeah, motion carried.**

Administrative Rules:

Airport Runway Approach Hazards - Discussion was held on the revisions made to Chapter 6-02-03 – Airport Runway Approach Hazards. **Warren moved to approve the revisions and move forward in the process. Cindy seconded the motion. All members voted yeah. Motion carried.**

Aerial Applicators – Discussion was held on the revisions made to Chapter 6-02-02 – Aerial Applicators. Cindy asked that this be tabled until the next meeting as Cindy and JB will review it further. Cindy asked that the discussion of the Annual Safety Meeting take place at the next meeting also.

Director Evaluation – Kim reported that she and Maurice have gathered the evaluations that were returned from individuals. Kim proposed that she and Maurice meet on Wednesday, November 26th with Kyle to complete the performance evaluation.

Next meeting is scheduled for Tuesday, December 9th at 2:00 pm. Meeting adjourned at 9:50 am