



North Dakota Aeronautics Commission

Tuesday, October 14, 2014 – 2:00 pm CST
Teleconference

Commissioner Cook called the meeting of the North Dakota Aeronautics Commission to order at 2:00 pm CST on Tuesday, October 14, 2014. Chairman Lindquist joined the meeting at 2:10 pm.

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

OTHERS PRESENT:

Claire Ness, Attorney General's Office

Minutes – Minutes of the September 23, 2014 minutes were reviewed. The minutes were accepted as printed.

Financial Statement – Malinda reviewed the Financial Statement as of September 31, 2014.

Director Monthly Recap - Kyle reviewed the monthly report highlighting the CIP meetings being held, Tioga discussion on wildlife concerns, budget meetings with OMB, meeting with Minot Airport on their projects, and update on Aviation's Economic Impact Study. Kyle noted that Jared attended the Williston Airport environmental public meeting. Jared reported a positive meeting. He reported that the airport met with several tribes and they have concerns along with landowners hesitant in selling their homesteads. Jared stated that the airport is currently working to get the EA finalized and acquire land next year. Kyle reported that NASAO members are very interested in the commission's AWOS program. Kyle noted that Joshua would begin work with the commission in mid-November. Discussion was held regarding Joshua being able to pilot the agency aircraft and it was determined that Joshua would be able to fly the aircraft upon the director's discretion. The issue may be discussed again at a future meeting and the Commissioners asked to see the aircraft log on a Quarterly basis.

Energy Impact Grants – Kyle reviewed the Energy Impact dollars of \$ 3,067,374 that are recommended to be approved at the upcoming October 30th Land Board meeting. Kyle notes the airports, projects and grant amounts. **Warren moved, Kim seconded, all members voted yeah, motion carried to approve the grant recommendations as presented.**

Aircraft Registration Fees – Kyle reviewed the proposed changes to the aircraft registration fee schedule. It would be figured on weight of the plane and no longer including the year of the plane. The change would also include a ½ year registration fee for any planes registered after June 30th of the calendar year. He noted this change would simplify the registration schedule and also bring in some additional revenue since the fees have not been changed since 1987. The commission also discussed state entities paying a reasonable charge for aircraft registration. Kyle reviewed proposed changes to the Antique aircraft registration laws. **Kim moved,**

Cindy seconded, all members voted yeah, motion carried to proceed with this as an agency bill on the condition of approval by the Governor's Staff.

Policies -

GEN-10 - Kyle reviewed Policy GEN-10 – Aerospace Education Funding for Aviation Museums (AEFAM) which Sean Davis put together. After review, Cindy stated that she would like the words “by subsidizing the cost of an Education Coordinator and the job responsibilities of such position” in the first paragraph under “Aerospace Education Funding for Aviation Museums” be removed. Discussion. **Cindy moved to approve the GEN-10 policy with the noted change with a review date of October 15, 2016, Warren seconded the motion, all members voted yeah, motion carried.**

GR-4 – Kyle reviewed the Policy GR-4 – Educational Grant Funding put together by Sean Davis. Kim and Cindy suggested that the entities need to seek out a grant before their event has happened. Discussion was held. It was decided to replace the first sentence in Item 6 with “To ensure the project funding requests have the highest probability of success, it is highly recommended that funding requests be presented to the Commission prior to the event or program taking place”. Cindy asked that this be put under Old Business for the next meeting.

Portfolio Reports – Maurice solicited a meeting with the Adjutant General's Office and they will let him know when they are available.

Administrative Rules – Maurice reported that he and Kyle had met with Claire Ness and polished off the Administrative Rules. Reviewed were Chapter 6-02-05 Airport Grants, Chapter 6-02-03 Airport Runway Approach Hazards, Chapter 6-02-02 Aerial Applicators, 06-02-01 Aeronautics Commission. **Maurice moved to approve 06-02-01 and 6-02-05, Kim seconded, all members voted yeah, motion carried to approve these Administrative Rules.** The Commission will further review Chapter 6-02-03 and Chapter 6-02-02 at the next commission meeting.

UND Ramp Update – Kyle updated the group on the UND Ramp situation. Kyle stated that \$16 million was put in UND's Capital Asset budget request for the apron project and now UND has to prioritize its capital projects. Kyle stated the apron is in very poor condition and with the safety aspect, he hoped the apron would be rated high in the budget request.

Director Evaluation – Jay B. stated that the 6-month probation for Kyle was up at the end of the month. Kim reviewed the word document that she has developed. Maurice will review and provide comments after which the Aviation Council reps and others will be asked to fill out and evaluate Kyle Wanner.

Next meeting is scheduled for Wednesday, November 12th at 9:00 am.

Meeting adjourned at 3:40 pm.