

Regular Meeting

Tuesday

December 13, 2016

The Regular Meeting of the Municipal Airport Authority of the City of Fargo, North Dakota, was held Tuesday, December 13, 2016, at 8:00 a.m. in the Airport Boardroom.

The members present or absent were as follows:

Present: Clark, Blazek, Kilander, Haugen, Pawluk

Absent: None

Others: Bossart

Chairman Pawluk presiding.

Approved the Minutes of the Regular Meeting of the Municipal Airport Authority Held November 8, 2016:

The minutes of the Regular Meeting of the Municipal Airport Authority held November 8, 2016, were approved without objection.

Approved the Airport Vouchers Totaling \$73,314.53:

Mr. Kilander moved to approve the airport vouchers totaling \$73,314.53.

Second by Dr. Clark.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Flint Communications:

Mr. Kilander moved to approve the individual voucher in the amount of \$55,866.24 to Flint Communications for partial payment request for the 2016 Airport Marketing Program.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Cougar Tree Care:

Mr. Kilander moved to approve the individual voucher in the amount of \$129,500.00 to Cougar Tree Care for the Airport Shelterbelt Restoration Project (removal of existing trees).

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Northern Improvement Company:

Mr. Kilander moved to approve the individual voucher in the amount of \$677,476.17 to Northern Improvement Company for Partial Payment Request #7 for construction of Taxiway A Reconstruction, Project AIP46.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Northern Improvement Company:

Mr. Kilander moved to approve the individual voucher in the amount of \$608,608.27 to Northern Improvement Company for Partial Payment Request #4 for construction of Terminal Taxiway and Taxiway A Reconstruction, Project AIP46.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Mead & Hunt:

Mr. Kilander moved to approve the individual voucher in the amount of \$11,484.90 to Mead & Hunt for partial payment request for engineering services in connection with the Airport Master Plan Update, AIP42.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Mead & Hunt:

Mr. Kilander moved to approve the individual voucher in the amount of \$53,159.44 to Mead & Hunt for partial payment request for engineering services in connection with the Taxiway A Reconstruction Project, AIP46.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Mead & Hunt:

Mr. Kilander moved to approve the individual voucher in the amount of \$27,584.15 to Mead & Hunt for partial payment request for engineering services in connection with the Terminal Taxiway and Taxiway A Reconstruction, Project AIP46.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Mead & Hunt:

Mr. Kilander moved to approve the individual voucher in the amount of \$12,971.79 to Mead & Hunt for partial payment request for engineering services in connection with the Access Road, Apron Lighting and Sanitary Sewer Improvements.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Olaf Anderson Construction:

Mr. Kilander moved to approve the individual voucher in the amount of \$104,089.93 to Olaf Anderson Construction for Partial Payment Request #8 for construction of Access Road, Apron Lighting and Sanitary Sewer Improvements.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Sixel Consulting Group:

Mr. Kilander moved to approve the individual voucher in the amount of \$2,250.00 to Sixel Consulting Group for the quarterly installment (2nd quarter 2016) for the Annual Data Subscription.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Cass County Treasurer:

Mr. Kilander moved to approve the individual voucher in the amount of \$64,244.58 to the Cass County Treasurer for 2016 drain taxes and special assessments.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Approved the Individual Voucher to Honeywell:

Mr. Kilander moved to approve the individual voucher in the amount of \$1,670.00 to Honeywell for modifications to security access panels at security gates - cargo area, Access Road, Apron Lighting and Sanitary Sewer Improvements Project.

Second by Gen. Haugen.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Received Change Order #4 from Olaf Anderson Construction for an Increase of \$1,912.00 to the Access Road, Apron Lighting and Sanitary Sewer Improvements Project:

Mr. Jeff Klein, Mead & Hunt, was recognized and stated Change Order #4 for an increase of \$1,912.00 is for the installation of additional barbed wire at the top of the fence by the overhead gate as a result of some modifications requested by Federal Express mid-project.

Mr. Blazek moved to approve Change Order #4 to Olaf Anderson Construction for an increase of \$1,912.00.

Second by Dr. Clark.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Received Update on Shelterbelt Restoration Project:

Mr. Scott Liudahl, City Forester, was recognized and introduced Mr. James Hanson and Ms. Sharon Bartels, Hanson Design Associates, and Mr. Tony Peterson, Cass County Soil Conservation and stated they are critical partners in this project.

Mr. Liudahl presented a history of the airport shelterbelt which was planted in the mid 1980's and gave an overview of the work that has been completed so far. He showed photos of the shelterbelt before the removal work by Cougar Tree Care and photos after the removal. He stated the spruce trees stayed in place but everything else was removed, with the exception of one area of bushes which the Park District requested be left in place for the soccer complex.

Mr. Liudahl stated now that all of the trees and stumps have been removed the ground will need to have some time to settle before planting. He stated they are proposing to plant a cover crop in 2017 to further break down the ground so that we would be able to plant new trees in 2018. He stated Agassiz Seed is willing to partner with us on this project. He stated Hanson Design Associates and Cass County Soil Conservation will work with us on determining the best species and spacing for the new plantings. He stated planting the cover crop for one year will also give us an opportunity to identify any areas with drainage issues. He stated we are also going to look into some grant opportunities through the North Dakota Forest Service.

Mr. Tony Peterson was recognized and stated they discussed with Agassiz Seed a three phase planting project. He stated due to the high visibility of the area they do not want to plant something too tall that would look overgrown. He stated they discussed a cool season cover crop in the spring, planting a warm season cover crop in the summer, and the third a mixture of warm and cool season crops. He said this should really help dry out the soil. He added this plan should keep

Received Update on Shelterbelt Restoration Project: (Continued)

the area looking good throughout the growing season. He stated if Agassiz had not offered to provide the seed we may have planted mixed seeds in one planting but since they were gracious enough to provide the seed this will be the far better plan.

Chairman Pawluk asked Mr. Liudahl about his plans for the new trees.

Mr. Liudahl stated we will be taking advantage of the width of the area available. He stated they do have some idea on the species they will be planting but most of the plantings will be conservation stock. He stated we will also have some access to some larger trees.

Chairman Pawluk stated he does not want to lose sight of another important tree issue on the airport and that is planning for the day when we may lose the ash trees due to the emerald ash borer. He stated the ash trees are the ones on our front door and he thinks they are equally important to the shelterbelt.

Mr. Liudahl the ash tree issue has been in their planning process for a number of years now. He stated they will let the airport know when they are ready to start initiating action on that.

Mr. Liudahl pointed out the next phase of the shelterbelt restoration project on which they would like to get started. He stated the plan is basically the same plan as the areas we just cleared on the south end of the airport, but the next phase is the shelterbelts on the north half, removing the old trees and planning for new plantings.

Chairman Pawluk stated he would place a higher priority on our landscape trees along the access road and near the terminal building.

Mr. Kilander stated he can see the higher priority for the front entrance trees, but he does not see any reason to delay the rest of the tree projects.

Mr. Dobberstein stated he would like to see us address the east/west row of trees along County 20. He stated he feels that is an eyesore and he would like to do something with that area. He stated as far as the rest of the shelterbelts he would like to at least see us move forward with the removal of the old trees as we still have evergreens to provide snow protection.

Chairman Pawluk asked if there would be an advantage to moving ahead with the next phase of removal during the winter months rather than wait until summer when the tree removal operators are busier.

Mr. Liudahl stated he will check into the possibility of moving ahead with the next phase of removal yet this winter.

Mr. Liudahl was directed to bring back some bids and concepts for moving ahead with the next phase of removal.

Chairman Pawluk stated at the same time he would like Mr. Liudahl to put forth some plan on replacement of the ash trees.

Received Communication from Andy Skatvold Regarding Proposed North General Aviation Area Hangar:

The communication dated November 16, 2016, from Mr. Andy Skatvold, Flight Development LLC, was received and filed without objection.

Mr. Andy Skatvold was recognized and stated he would like to construct a 100'x100' hangar in the north general aviation area from which they will conduct Part 91 operations and Part 135 charter operations. He stated they will have twin engine pistons, a jet and turbo prop operating out of that facility. He stated they have been operating out of the Moorhead airport for that past year but would like to move their operation to a larger airport with more options.

Mr. Dobberstein stated Mr. Skatvold is proposing to construct the hangar just north of the 380 North hangar and the airport's obligation would be to extend the taxiway stub up to the outer edge of the leased area to allow egress in and out for the aircraft. He stated he provided Mr. Skatvold with the construction guidelines some time ago. He stated if this project moves forward we will incorporate the plans and specifications for the taxiway extension into our Taxiway A project next summer, although that portion would not be eligible for grant funds at this time. He stated we would include it in a future project or recoup the funds through PFC collections.

After further discussion, it was the consensus of the board to approve the concept proposed and directed Mr. Skatvold to move ahead with the planning process for the proposed hangar in the north general aviation area for a limited fixed base operation.

Received Letter of Intent from 82 & Sunny LLC dba Flight Development to lease Eastside Terminal Office Space:

The Letter of Intent dated November 16, 2016, from 82 & Sunny, LLC dba Flight Development (Mr. Andy Skatvold) was received and filed without objection.

Mr. Kilander moved to approve the request from 82 & Sunny LLC to lease space in the Eastside Terminal and directed Attorney Bossart to draft a lease.

Second by Dr. Clark.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Authorized Attendance at the 11th Annual AAAE ARFF Training Conference, February 13-16, 2017:

Mr. Kilander moved to authorize attendance at the 11th Annual AAAE ARFF Training Conference, February 13-16, 2017, Las Vegas, NV.

Second by Gen. Haugen.

All members present voted aye and the motion was declared carried.

Authorized Attendance at the Routes America Conference, February 14-16, 2017, Las Vegas, NV:

Mr. Blazek moved to authorize attendance at the Routes America Conference, February 14-16, 2017, Las Vegas, NV.

Second by Dr. Clark.

All members present voted aye and the motion was declared carried.

Received Communication from Northstar Aviation Insurance Regarding 2017 Airport Liability Insurance Renewal:

The communication dated December 9, 2016 from Mr. Marc Lepage, Northstar Aviation Insurance, Inc., was received and filed without objection.

Mr. Dobberstein stated after shopping the insurance marketplace as they do for us each year, Northstar is proposing to remain with the current carrier, AIG Aerospace, for our airport liability policy. He stated the premium would decrease by \$172 over last year for an annual premium of \$35,895.00.

Gen. Haugen moved to approve the recommendation of Northstar Aviation Insurance and renew our airport liability coverage with AIG Aerospace for an annual premium of \$35,895.00.

Second by Mr. Kilander.

On the call of the roll, members Clark, Blazek, Kilander, Haugen, Pawluk voted aye.

No member being absent and none voting nay the motion was declared carried.

Airport Construction and Security Update:

Mr. Dobberstein stated we received a proposed contract for architectural services from TL Stroh Architects for the elevated walkway but the FAA would not allow a percentage amount based on construction costs. He stated Mr. Stroh is working on a new contract proposal and once we receive that we will submit it to the FAA for approval and the next step would be review by an independent architect. He stated we should be able to get this accomplished in the next month.

Mr. Jeff Klein, Mead & Hunt, was recognized and stated final payment requests from Northern Improvement for this year's projects will not be submitted until the remainder of the work is done next spring.

Adopted Resolution of Sympathy to the Family of Hans Ahlness and to His Family at Weather Modification:

Mr. Blazek offered the following resolution of sympathy and moved its adoption:

WHEREAS, It is with profound sorrow that the Municipal Airport Authority learned of the death of Mr. Hans Ahlness, and

WHEREAS, On December 1, 2016, the aviation community suffered a great loss when it lost Mr. Hans Ahlness and although his countless and valuable contributions to aviation will be remembered for many years he will be deeply missed by many, and

Adopted Resolution of Sympathy to the Family of Hans Ahlness and to His Family at Weather Modification: (Continued)

WHEREAS, Hans's interest and love for aviation started early in life and continued on through his current position as Vice President of Operations for Weather Modification, Inc. where he displayed tireless professionalism in his career, and

WHEREAS, We trust his family finds some comfort in knowing Hans was doing what he loved.....flying.

NOW, THEREFORE, BE IT FURTHER RESOLVED, That the Municipal Airport Authority does express its deepest and heartfelt sympathy to Jane Ahlness and the Ahlness family as well as Hans's family at Weather Modification, Inc., and extend its appreciation for the legacy left by Hans Ahlness.

BE IT FURTHER RESOLVED, That this resolution be inscribed upon the permanent records of the proceedings of the Municipal Airport Authority and that a certified copy be sent to the family of Hans Ahlness and to Weather Modification, Inc.

Second by Mr. Kilander.

All members present voted aye and the resolution was declared to have been duly passed and adopted.

Other Business:

Mr. Blazek stated with more Airbuses using this airport and their restrictions on crosswinds, he stated he would like to see us up the tempo of the planned extension of Runway 9/27. He stated he feels it should be on the front burner of our future plans.

Mr. Dobberstein stated we recently filed our Capital Improvement Plan with the FAA and the ND Aeronautics Commission and that plan can be adjusted when priorities change. He stated we lost a number of flights last week because of crosswinds.

Mr. Kilander stated he would concur with Mr. Blazek's position.

Mr. Jeff Klein, Mead & Hunt, was recognized and stated Step 1 of the extension of Runway 9/27 would be the environmental assessment and that process takes about a year.

Chairman Pawluk stated he is not ready today to say that the extension of 9/27 is our top priority but it certainly is very important.

Mr. Kilander stated he would concur, however, if the environmental assessment takes a year it may be prudent for us to move forward with that.

After further discussion, Mead & Hunt was directed to put together a proposal for an environmental assessment for the extension of Runway 9/27 for the next meeting on January 10, 2017.

The meeting of the Municipal Airport Authority was adjourned until the Annual Meeting to be held Tuesday, January 10, 2017 at 8:00 a.m. in the Airport Boardroom.

Time at adjournment was 9:08 a.m.