

West Fargo Airport Authority Meeting
January 25, 2018
West Fargo Airport – 5:30 PM

Members Present:

Wade Swenson, Tim Stolz, Dan Loegering, Brian Christl, Matt Retka

Members Absent:

None

Others Present:

Airport Manager Robbie Grande

The meeting was called to order by Wade Swenson.

1. The minutes from the December 28, 2017 meeting were approved as written.

2. The monthly Budget and Income reports as of February 24th were review. Questions posed during the December 2017 meeting remained unanswered, including organization of the Construction Fund (7040) and General Fund (7050) balances. The Board would like to meet with the City accountant and review the bank statement ledger to better understand how these funds are reported, how the annual incoming budget is appropriated, and work towards more consistent tracking in the future. Robbie agreed to ask the City accountant to meet sometime in February, possibly at our next scheduled February monthly Board meeting.

3. Dan Loegering moved and Brian Christl seconded to approve the following bills:

Cass County Electric Coop	\$428.83
Century Link	\$56.84
Waste Management	\$173.88
Petro Serve	\$117.81
D54 Aviation	\$3,521.15
Cass Rural water	\$33.32
Secretary (Matt Retka)	\$50.00
Fargo Tractor	\$160.14

No opposition, Motion carried. The Waste Management Bill was overpaid (double billed) automatically by accident and will be credited during the next billing cycle. The Fargo Tractor bill was for a replacement pin on the City of West Fargo Airport tractor.

4. Report from Airport Manager:
 - Ed Skroch (deceased) annual hangar leases have been paid by his estate.
 - The airport's fuel pump has had problems working in some of the recent sub-zero weather, as the pump has been reported as inoperable twice in January. Dan Loegering presented a recommendation for a solution using radiant heat from a lamp.
 - The sky diver's flag stake was removed from the turf area adjacent to the runway for ski plane operations.
 - The airport has seen a lot of pilot activity in the last week, likely due to the unseasonably nice weather recently.

5. Non Agenda Items:
 - The Board discussed retaining the services of Bill Schafer to machine replacement tractor pins in the future for \$100. The board unanimously agreed to approve Mr. Schafer's services for reduced priced tractor pins in the future.

Meeting was adjourned at 6:05 pm.

Wade Swenson-Chairman

Matt Retka-Secretary

[Minutes prepared by Matt Retka]