

Minutes of the Mandan Airport Authority Board

Meeting Held July 8, 2024

Chairman Marc Taylor called the meeting to order, others in attendance were, Justin Reisenauer, Chris Brown, Craig Sjoberg, Dan Polk, Jordan Senger; code enforcement City of Mandan, Tom Neigum; Engineer, and Lindsay Gerhardt; Airport Manager.

Minutes of the March 2024 Board meeting were presented. Chris moved to approve the minutes as presented. Justin seconded the motion. Motion passed.

The monthly bills for March through June 2024 were distributed. Chris moved to approve the as presented. Justin seconded the motion. Motion passed.

A private proposal to build a new hangar on Airport property was presented. Chris moved to approve the motion for the purpose of discussion. Justin seconded the motion. Lindsay has received a request from Chris Zimman and Fred Berger (2Buds Air) to build an 80x80 aircraft hangar on the north end of the field. These gentlemen have been given the proper guidance from Lindsay regarding the Engineering reports she will need to file the proper paperwork with the FAA. They understand that they cannot break ground until the construction is approved by the FAA, the Airport Authority, and a lease is in place. Additionally, they have agreed to work with Lindsay and KLJ to determine an appropriate location for their utilities which need to be in a place that won't interfere with future development. Marc moved to give Lindsay the authority to give approval once the criteria is met. Justin seconded the motion. Motion passed.

Tom discussed the 2023 Asphalt Pavement Rehab project. The FAA accepted the closeout report on this project at the beginning of June 2024. That project is financially closed from the FAA's perspective.

Tom discussed the Wetland Removal Design Project. We have a bid on that project. Naastad Brothers received the bid. We have met with the state and the FAA, and they both say they want this project to move forward. The State also granted the Airport some additional funds at their state grant meeting. Naastad Brothers have had some concerns just because the project is in a wetland and if

there are heavy rains and dewatering becomes an issue, will that be a time setback? Naastad Brothers has said that if we have a dry fall, we may be able to have their sub-contractor come in and install the lift station this season. The completion date for this project is fall of 2025. The funding for this project will be 2024 federal entitlements and BIL funding. In October 2024 we will apply for our 2025 BIL funding to be applied to this project as well.

Tom moved on to discuss the Airport Concrete rehabilitation project for 2025. Within the next month KLJ will be coming out to survey the runway and additional concrete areas so we can get an accurate idea of what panels can be repaired and what panels need to be replaced. KLJ will then develop their Scope and seek approval from the FAA and the State. At this time the Airport may not be seeking federal funds for this project and the state is agreeable as it would keep the costs down. The cost of this project will all depend on what we find when we do the investigation. At this time, we know for sure that two panels on the runway will need to be replaced due to an aircraft fire. The rest will be repaired with joint seal. It is unknown how long the runway will be closed but the crosswind will remain open for as much of the time as possible. Lindsay will inform the tenants as soon as we have a better idea of closure.

The Airport Authority discussed the CIP before the next meeting with the State Aeronautics next week. Chris moved to give Lindsay the authority to work with the Engineer to revise and prioritize the CIP before next week's meeting. Dan seconded the motion. Motion passed.

The biennial review of the hangar and land lease rates was presented to the board with an effective date of January 1, 2025. The board can increase the rates by 10% but Lindsay has given several options and the fiscal impact of each. Chris moved to approve increase at the full 10%. Dan seconded the motion. Motion passed.

The board was presented with the 2025 budget prepared by Lindsay. Chris moved to approve the budget as presented. Dan seconded the motion. Lindsay explained that the budget working session tomorrow night is a run through of what will be presented to the City Commission at the official meeting in August. The City Commission will use this information to determine the mill levy to the

Airport in 2025. This is the best guess scenario, and the city knows that things can change. Motion passed.

Lindsay explained the progress of the t-hangar parking lot. The dirt work is done but the asphalt has not been applied as we received a fair amount of rain after the fabric was laid two feet underground, essentially turning the lot into a swimming pool. Lindsay has elected to hold off on having the contractor come in a pave the parking lot until we have given the area ample time to dry out. Lindsay anticipates August may be a better month to move forward. The Airport received a grant of 70% from the state for this project.

Lindsay explained that the dirt work crew additionally created a swale in the grass that was preventing water from moving off the taxiway by hangar 2. This should immensely help keep the water off the taxiway and alleviate the flooding that we have seen in the past. Lindsay moved the propane tanks 25 feet to the east and created an elevated pad from our millings pile for them. This movement of the tanks allowed the dirt work crew to come in and create the proper channel for drainage away from the taxiway.

The pass-through pavement installed by the rotating beacon is near completion. Dirt work, asphalt, and fencing around the beacon have all been installed and striping will take place tomorrow. The cost of this construction was local only. Lindsay plans to do some landscaping along the length of the complex and have a picnic area by the beacon. Tom mentioned that we can apply for state reimbursement next year for this addition.

Lindsay informed the board that she had a septic company come in and evaluate the system. The company determined that it is working for the time being but needs a new septic tank soon. Bill Kaselic, who installed the tank, came out to the airport and confirmed that the seal on the baffle in the tank had failed and recommended a total replace. The estimated cost to repair this is \$12,000.

Lindsay explained the process of moving the AWOS and the fuel system information to the new building. She is actively working with the FCC and the FAA on moving the antennas to the new building. Lindsay still has not come up with a solution to get the information from the fuel pump to the new building that is

financially viable. For now, Lindsay will leave a computer running the fuel in the old terminal and make the move to the new office.

Justin moved to adjourn. Chris seconded the motion. Meeting adjourned.

Respectfully Submitted,

Marc Taylor, Chairman

Date 7/8/2024

Chris Brown, Secretary

Date 7/8/2024