

## Minutes of the Mandan Airport Authority Board

Meeting Held February 3, 2025

Chairman Marc Taylor called the meeting to order, others in attendance were, Justin Reisenauer, Chris Brown, Dan Polk, Tom Neigum; Engineer, Pete Fettig; radio consultant, and Lindsay Gerhardt; Airport Manager.

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

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

Lindsay is asking for a discussion on the best use of funds received from NDAC for the terminal and hangar purchase. Her question is, does the board request Lindsay have the bond payments re-amortized to a lower payment over its 30-year life or does the board prefer to continue with the current payment schedule with the grant funding applied essentially cutting the loan to 15 years? Lindsay informed the board that regardless of their decision the loan is fixed at 2% and that continuing the current payment schedule would save the airport in interest payments. Chris moved to open a discussion of the allocation of grant funding received. Justin seconded the motion. Marc inquired if the entire grant must be applied to the principal or can funds be used to demolish the old terminal or pay for upgrades in the new one. Lindsay read the verbiage in the bond agreement which states that in the event the Airport Authority receives a grant, the entirety must be applied to the principal. Marc prefers to re-amortize the loan payments and get the payments lower based on future unknowns and having the extra money for unforeseen events. Chris agreed. Chris amended his motion for Lindsay to apply the entire grant to the principal and have Bank of North Dakota re-amortize the loan over 30 years to reduce the payments. Justin seconded the motion. Motion passed.

The City of Mandan approved a 5% COLA increase for its employees in September of 2024. Lindsay is asking the board to consider following suit with the city's increase to include her pay. Justin moved to follow the City's

recommendation for the 5% increase for COLA to employee pay. Chris seconded the motion. Motion passed.

Two Airport Event Applications were presented. Justin moved to approve the two applications. One for the EAA 1008 Planes and Pancakes and one for Props and Hops. Chris seconded the motion. Motion passed.

Tom updated the board on the Wetland Modification Project. Naastad Brothers installed the lift station access and pump in December and then suspended construction for the winter. Tom expects that Naastad will resume construction of the piping, manholes, drainage tile, and other components to complete the project in April 2025.

Tom discussed the Airport Concrete Maintenance/Rehab Project. During this project all the concrete including runway 13/31, taxiways A1, A2, A3, A4, and the concrete parking area on the main apron will have spall repairs, joint resealing, new pavement markings, and 3 panel replacements. The annual asphalt pavement crack sealing will be worked into this project as well. Tom anticipates the runway will be closed for 2-3 weeks. The project will be phased so that the grass strip will be kept open as long as possible. Tom will get Lindsay an updated schedule when the project is closer. We plan to get this project out for bids in March or April. This is a state and local funds only project, so the outlook is good for competitive bids.

Tom discussed the apron, parking lot, and access road asphalt mill and overlay project scheduled for design in 2026 and construction in 2027. This project does not include newer asphalt from 2019 and on. This is a federal, state, local project. Most of the project is eligible for federal funding but certain distances in front of places like Aero Center and Southwest Ag are ineligible.

Lindsay updated the board on the completion of the t-hangar parking lot. The first lift posed a problem because it was put down in too wet of conditions, so it was left to sit and dry out for several months. The second lift was finally installed in late fall 2024 and rolled out nicely. The lines were painted, and removable concrete bollards have been delivered. The bollards will not be placed on the parking lot until spring so that Lindsay can currently do snow removal. Lindsay has been careful to not take any heavy equipment on the new parking lot until she was confident the ground was frozen.

Lindsay then discussed the completion of the additional parking and pass through in front of the new terminal and hangars 40-42. Lindsay had protection installed around the rotating beacon in this area and landscaping done along the entire edge of these buildings. The landscaping company was kind enough to give the airport the rest of the rock from this project so Lindsay used it to fabric and rock around the transformer in the grass west of building 41, the main gate, and some other problem areas that get weedy during the summer.

Lindsay briefly discussed the completion of the AWOS move to the new building and introduced the radio consultant for that project, Pete Fettig. Pete has been helping Lindsay try to come up with a solution for the fuel system to move out of the old building. Pete explained the logistics and hurdles of this to the board. Lindsay would prefer to move the system to the airport shop and continue using the current system until the airport is able to afford the larger system upgrade on the CIP. In that event, the new system could already have electrical installed from the shop and it would be a matter of upgrading the software on the shop computer if need be, as most if not all new card trolls need updated software to run them. Lindsay noted that new software now requires a monthly subscription. The current old software does not. Lindsay feels that the best solution to set ourselves up for the future would be to make this move to the shop and use the current system as long as possible until the upgrade. At that time, the shop set up would be fully integrated into the new system. Lindsay will do more research and reach out to some specialty contractors to see if they agree on this approach. Lindsay will also find out what the current monthly cost would be if we left the system in the old terminal.

Lindsay briefed the board on the incident in August 2024 when an aircraft over ran the runway and caused damage to the REIL system. Lindsay has now received full payment from the pilot's insurance company and the new REIL system has been ordered.

Justin moved to adjourn. Dan seconded. Meeting adjourned.

Respectfully Submitted,

Marc Taylor, Chairman

Date 8/4/2025

Chris Brown, Secretary

Date 8/4/2025