

AIRPORT COMMITTEE

March 28, 2017

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Members Present:

Olson, Hatlelid, Larson, Lehner, Withus, Shomento

Members Absent:

Rued

Others Present:

City Manager, City Clerk, City Attorney, Airport Operations Manager, City Treasurer, HR Director, City Engineer, Fire Chief, Police Chief, Public Information Officer, City Assessor, Alderman Jantzer, Alderman Podrygula, Alderman Schuler, Alderman Straight, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations from the **Airport Committee** meeting called to order at 5:11 pm March 28, 2017:

1. The City Council approve payment to Westlie Motors for the Snow Removal Equipment as well as approve the allocation of funds as outlined by staff, and further authorize the Mayor to sign any necessary documents. (AIR034)

The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hatlelid, Larson, Lehner, Olson, Shomento, Withus. nays: none

2. The City Council approve the allocation of funds for the Runway End Identifier Lighting project and Wetland Delineation and Culture Report Update, pass an ordinance on first reading amending the 2017 annual budget to reflect the changes, and further authorize the Mayor to sign any necessary documents.

The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hatlelid, Larson, Lehner, Olson, Shomento, Withus. nays: none

3. The City Council approve the allocation of funds for the 2017 State Grant projects, and further authorize the Mayor to sign any necessary documents.

The above motion by Committee Member Hatlelid, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hatlelid, Larson, Lehner, Olson, Shomento, Withus. nays: none

4. Airport Director Project/Program Updates

The Airport Operations Manager, Deanna Stoddard, gave the presentation in the absence of the Airport Director. She said, similar to last month's announcement that the Airport was open for 365 days, she was

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celebrating her first 365 days with the City of Minot. She expressed her gratitude toward the City and staff for all of the support she's been given over the past year. She continued by saying, the City of Minot hosted the Upper Midwest Aviation Symposium. Groups attending represented the FAA, NDAC, AAND, NDPA, NDPAMA, ATC, MHS aviation students, vendors and consultants who took part in sessions on UAS demonstrations, legislative briefings, cockpit management techniques, and professional networking. She reviewed the monthly statistics on enplanements, load factor, rental car activity, and concessions all of which are on par with the past year. Parking revenue was down slightly due to the costs of snow removal.

She described some upcoming events for the Airport including the Airport sponsor night at the Minotauros game April 1st and the Bismarck ADO meeting. The Part 139 Certification Inspection will take place April 24th-26th, three months earlier than expected but the Airport is always inspection ready. She also said, the Airport Director will attend an Allegiant Airport Conference April 26th-28th, there will be a tree planting day on May 19th with local organizations, and a table top exercise June 15th.

There being no further business, the meeting adjourned at 5:16 pm.

Respectfully submitted,
Kelly Matalka,
City Clerk