

West Fargo Airport Authority Meeting
Date: July 29, 2021
West Fargo Airport – 5:30 PM

Members Present:

Wade Swenson, Brian Christl, Matt Retka, Barrett Irving

Members Absent:

Dan Loegering

Others Present:

Airport Manager Robbie Grande

1. **The meeting was called to order by Wade Swenson at 5:30pm**
2. The minutes from the June 24th meeting were reviewed.
Motion by Brian to approve as written. Second by Barrett All in favor, motion passed.
3. The monthly Budget and Income reports as of June 30, 2021 were reviewed. Noticed a new “vehicle maintenance” code on the report, the associated expense matches the recent tire purchase for the mower. It was also observed that the Statement budget amounts appear to be sometimes mis-ordered compared to the submitted 2021 budget categories. Motion by Barrett to approve the Income Statement and Fund Balance contingent upon above mentioned formatting discrepancies. Second by Brian. All in favor, motion passed.
4. Report from Airport Manager:
 - Weeds are bad around the buildings
 - i. Discussion on better chemical to use with potentially more residual
 - Terminal key-pad needs repair
 - City Budget meetings will be upcoming
 - Airport Authority will need new member when Wade’s term expires end of year. Nominations will need to be made in November
 - Fuel card reader upgrade will be available next year
 - i. Some discussion around providing Jet-A fuel, but did not seem practical.
5. Annual Fly-In Planning
 - Continuing forward with plans to host Fly-in open house in conjunction with West Fest on Sunday Sept. 19th, 11am-3pm.
 - Robbie contacted the City about getting on the West Fest agenda
 - No commitment from a food truck yet, most seem hard to get a hold of.
 - Wade offered chairs and tables
 - Matt to work on drafting a flyer for distribution.

6. Non-Agenda Items

Barret inquired to Robbie about mowing the ditch next to the access road and offered equipment if needed.

Motion to Adjourn by Barrett and Second by Brian. None opposed. Meeting was adjourned at 6:25 pm.

Wade Swenson-Chairman

Matt Retka-Secretary

[Minutes prepared by Matt Retka]