

Order of Business

I. **CALL TO ORDER:** Chairman Jeff Moore called the meeting to order at 4:00pm.

II. **ROLL CALL**

Chairman:	Jeff Moore	Present
Vice Chairman:	Shawn Soehren	Not Present
Secretary/Treasurer:	Markus Powell	Present
Commissioner:	Jon Frantsvog	Present
Commissioner:	Bruce Burke	Present

Also, Present:

Airport Manager	Kelly Braun
Airport Administrative Officer	Laurie Kasian
Mead & Hunt Engineer	Rod Senn
Western Edge Aviation	Patrick Giese
KLJ Engineer	Charlie Baker

III. **Approval of the Consent Agenda**

1. Minutes of regular meeting dated February 9<sup>th</sup>, 2021
2. Accounts Payable
3. Check Report
4. February 2021 Financial Statements

Additions to the Agenda: Additional Bills Payable

Discussion: No Discussion

Motion: "I move to approve the consent agenda and additional bills payable." – Jon Frantsvog

Seconded: Markus Powell

Motion carried Unanimously

**Manager's Report**

- Airport Manager, Braun reported the airport has been granted to receive COVID Recovery and Relief Act Grant funds in the amount of \$1,008,097.00 which will be used for operational expenses. A second COVID Relief grant has been passed and the airport is eligible for \$5105.00 for relief in lost revenue from car rental agencies minimum guarantee waiver. Commissioner Frantsvog asked how the first CARES Act Grant compares to the new one. Airport Manager, Braun stated the granted amounts are about the same. Chairman Moore asked in what time frame do the funds need to be utilized. Mr. Braun stated the airport has four years to use the funds from the time the grant offer is signed. The funds for the second COVID Recovery and Relief Act can be accessed after the first CARES Act Grant funding has been depleted. Grant applications have been submitted.

# Regular Meeting - Dickinson Municipal Airport Authority – March 9th, 2021

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- Mr. Braun stated a 60 percent plan review has been completed with State Aeronautics and FAA/ADO for Phase 2 of the primary runway project. Preconstruction planning meeting is set for March 10<sup>th</sup> at 1:30pm in the conference room with Martin Construction and Strata Corporation.
- Enplanement numbers have decreased significantly. Currently, there is one daily flight departure and one daily arrival. SkyWest Airlines is the United Express provider operating a CRJ-200 and CommutAir will be the United Express provider effective March 28<sup>th</sup>, 2021 operating an ERJ-45. CommutAir will be providing the same flight schedule that SkyWest operated.
- Mr. Braun reviewed the Airport Project Status Report with the board.
- Asphalt millings from the runway will be used for a perimeter access road, navaid, navaid shelter access road, and the commercial terminal gravel parking lot. Stark County is interested in the extra millings. Mr. Giese suggested millings to be placed around the fuel farm.
- Mr. Braun attended a Civil Air Patrol meeting. Civil Air Patrol inquired about utilizing the double wide trailer for their operations. Location of the trailer was discussed. Chairman Moore suggested allowing Civil Air Patrol to utilize the trailer. Commissioner Frantsvog suggested constructed an agreement with Civil Air Patrol to include cost of setting up the trailer.

## IV. REGULAR AGENDA

### 1. ITEMS REQUIRING BOARD ACTION

#### A. EIIO Reimbursement Request – G190002

Discussion: No discussion.

Motion: “I move to approve Energy Infrastructure & Impact Office Grant G190002 Request for Reimbursement.” – Bruce Burke

Seconded: Jon Frantsvog  
Motion Carried Unanimously

#### B. CARES Act Reimbursables 3-38-0013-042-2020 Request #9

Discussion: Commissioner Frantsvog asked how it is determined which expenses will be reimbursed. Mr. Braun stated the grant covers operating expenses except expenses that are reimbursed by other funding.

Motion: “I move to approve the CARES Act Grant 3-38-0013-42-2020 Request #10 for reimbursement in the amount of \$55,211.69.” – Jon Frantsvog

Seconded: Bruce Burke  
Motion Carried Unanimously

### 2. ITEMS NOT REQUIRING BOARD ACTION

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## **A. GA/Commercial Service Reports for February 2021**

Discussion: Decrease of enplanements was discussed. Mr. Giese stated Marathon has ceased operations into Dickinson. A First Aid and CPR class will be held at Western Edge Aviation on March 29<sup>th</sup> at 6:00am. The board discussed essential air service and commercial flight schedules.

## **B. Parking & Car Rental Update for February 2021**

Discussion: No discussion

## **C. Old Business**

-Warranty Bond Discussion

Discussion: Mr. Braun stated he has not received an official warranty bond proposal from contractors. Commissioner Frantsvog suggested Mr. Braun request a due date so there is sufficient time to review the warranty bond proposal.

## **D. Other**

Discussion: Mr. Braun presented a video of the airport construction progress from Dakota Drone Works. Mr. Braun briefed the board on the legislative sessions.

## **VI. ADJOURNMENT**

1. Motion to Adjourn Airport Board Meeting – Bruce Burke  
Seconded: Jon Frantsvog  
Motion Carried Unanimously – Meeting Adjourned at 4:55pm on March 9<sup>th</sup>, 2021.

### **OFFICIAL MINUTES PREPARED BY:**

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Laurie Kasian, Airport Administrative Officer

### **APPROVED BY:**

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Municipal Airport Authority

Date: \_\_\_\_\_