

Regular Meeting - Dickinson Municipal Airport Authority – June 11th, 2026

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	Present
Secretary/Treasurer:	Jon Frantsovog	Present
Commissioner:	Markus Powell	Present
Commissioner:	Bruce Burke	Present

Also, Present:

Airport Manager	Kelly Braun
Airport Administrative Officer	Laurie Kasian
Airport Operations Supervisor	Kirk Ross
City of Dickinson	Linda Carlson
Stark County Liaison	Cory White
Mead & Hunt Engineer	Rod Senn
J.E. Dunn	John Johnston
J.E. Dunn	Nate Lange

III. Approval of the Consent Agenda

1. Minutes of regular meeting dated May 12th, 2026
2. Accounts Payable
3. Check Report
4. May 2026 Financial Statements
5. Runway, ARFF Building Expansion & New Terminal Building Invoices

Additions to the consent agenda: Additional Bills Payable in the amount of \$30,528.84

Discussion: No discussion.

Motion: "I move to approve the consent agenda and additional bills payable in the amount of \$30,528.84."
– Bruce Burke

Seconded: Jon Frantsovog
Motion Carried Unanimously.

IV. MANAGER'S REPORT

- Airport Manager Kelly Braun stated annual recurrent live fire training has been completed and was successful. Mr. Braun commended Kirk Ross and staff for knowledge of aircraft firefighting skills.
- Airport Manager Braun, Chairman Jeff Moore, and Secretary/Treasurer Jon Frantsovog met with a Dimensional Innovations to discuss model aircraft to hang inside the new commercial terminal.
- Airport Manager Braun and Chairman Moore met with a SkyWest marketing representative to discuss

Regular Meeting - Dickinson Municipal Airport Authority – June 11th, 2026

future air service to Minneapolis; tourism impacts the area will have with the Theodore Roosevelt Presidential Library opening and the importance of air service in western North Dakota. Essential Air Service contract will be up for renewal in October 2027.

V. ENGINEER'S REPORT

- Mead & Hunt Engineer Rod Senn posed the question to Federal Aviation Administration (FAA) if the airport would find a means to fund the Automated Surface Observing System, then would FAA or the National Weather Service maintain the system.
- FAA is performing the finalizing of the Airports Geographic Information System updates. FAA is waiting for an internal verification that there were not any ineligible costs associated with the flight check.
- The ARFF building expansion: the septic and drainpipe system have been installed. Tooz Construction will be onsite this week to install footings.
- New Terminal Apron bid letting was held. Seven bids were received and one electrical. Mr. Senn is checking with FAA for additional funding for both the taxiway connectors to the apron. The additional cost to complete both taxiway connectors to the apron is approximately \$400,000.
- Parking lot bids for the new terminal will be advertised this winter.

VI. ARCHITECT REPORT (Item removed from the agenda)

VII. CONSTRUCTION MANAGER REPORT

- JE Dunn Nate Lange stated the footings and foundation are in progress. The north side of the terminal area foundation has been poured and the quality looks good. Backfill material will be placed. The footings are being poured on the southwest corner of the terminal. Steel will be placed in the next upcoming weeks. Quality checks are being performed on the steel. Overall, the project is a week ahead of schedule.

VIII. REGULAR AGENDA

1. ITEMS REQUIRING BOARD ACTION

A. IIJA 3-38-0013-054-2026 Outlay 2 – Aircraft Rescue and Firefighting Building Expansion – Phase 2 of 2 for Construction and Construction Engineering

Discussion: No discussion.

Motion: "I move to approve 3-38-0013-054 Outlay 2 – Aircraft Rescue and Fire Fighting Building Expansion for reimbursement in the amount of \$97,727.03." – Jon Frantsvog

Seconded: Markus Powell
Motion Carried Unanimously

B. NDAC 2025-1 Non-Federal Reimbursement Request No. 5 – New Terminal Building (Construction)

Discussion: No discussion.

Regular Meeting - Dickinson Municipal Airport Authority – June 11th, 2026

Motion: “I move to approve NDAC 2025-1 Non-Federal Reimbursement Request No. 5 – New Terminal Building (Construction) for reimbursement in the amount of \$1,324,499.71.” – Shawn Soehren
Seconded: Bruce Burke
Motion Carried Unanimously

C. NDAC 2024-6 Non-Federal Reimbursement Request No. 17 – Terminal Apron, Access Road & Parking Lot

Discussion: No discussion.

Motion: “I move to approve NDAC 2024-6 Non-Federal Reimbursement Request No. 17 – Construct Terminal Apron, Access Road & Parking Lot (Design) for reimbursement in the amount of \$19,677.22.” – Markus Powell

Seconded: Shawn Soehren
Motion Carried Unanimously

D. J.E. Dunn Construction – Change Order No. 002

Discussion: J.E. Dunn Nate Lang explained there was a credit on the building permit on the first change order. This change includes the checkpoint electrical revisions and tug bay sump pump relocation for easier access.

Motion: “I move to approve J.E. Dunn Construction Company Change Order No. 0002 in the amount of \$12,455.00 and authorize the airport chairman to execute the associated documents.” – Bruce Burke

Seconded: Shawn Soehren
Motion Carried Unanimously

2. ITEMS NOT REQUIRING BOARD ACTION

A. GA/Commercial Service Reports – May 2026

Discussion: Airport Manager Braun stated passenger travel has been leisure and business travelers. SkyWest will have to comply with a dual class cabin if Minneapolis route is added through Delta which will reduce the number of seats on the aircraft. Western Edge Aviation took delivery of a new 5000-gallon fuel truck.

B. Parking & Car Rental Reports – May 2026

Discussion: No discussion.

C. Old Business

Discussion: No discussion.

D. Other

Discussion: No discussion

VI. ADJOURNMENT

Regular Meeting - Dickinson Municipal Airport Authority – June 11th, 2026

1. Motion to Adjourn Airport Board Meeting – Bruce Burke
Seconded: Jeff Moore
Motion Carried Unanimously – Meeting Adjourned at 4:31 pm June 11th, 2026.

OFFICIAL MINUTES PREPARED BY:

Laurie Kasian, Airport Administrative Officer

APPROVED BY:

Municipal Airport Authority

Date: _____