

Regular Meeting - Dickinson Municipal Airport Authority – July 16th, 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 Frantsvog	Present
Commissioner:	Markus Powell	Present
Commissioner:	Bruce Burke	Present

Also, Present:

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

III. Approval of the Consent Agenda

1. Minutes of regular meeting dated June 11th, 2026
2. Accounts Payable
3. Check Report
4. June 2026 Financial Statements
5. ARFF Building Expansion & Terminal Building, Apron, Parking Lots & Access Road Design Invoices

Additions to the consent agenda: Additional Bills Payable in the amount of \$43,031.80

Discussion: No discussion.

Motion: "I move to approve the consent agenda and additional bills payable in the amount of \$43,031.80."
– Bruce Burke

Seconded: Jon Frantsvog
Motion Carried Unanimously.

IV. MANAGER'S REPORT

- Airport Manager Kelly Braun stated the 4th of July week was fantastic, and the airport had many transient aircraft from 737's to assorted single engine turboprops. Arrival and departures were phased so that no one was tripped up in time slots. The airport was able to accommodate aircraft parking by closing a portion of Taxiway A. The Fixed Based Operator (FBO) did a fantastic job of servicing aircraft and only positive compliments were received. The preplanning, preparation and logistics paid off in the end. The FBO was

able to manage the aircraft without needing assistance from the airport. Western Edge Aviation did a fabulous job flawlessly. Commissioner Bruce Burke commented that he was at the FBO to watch aircraft arrive and reported eight jets came in within an hour and FBO did an excellent job of taking care of the people and aircraft.

- The bill from Midwest Roofing Systems was due to hail damage that occurred on the FBO hangar and the old maintenance shop building that will be submitted to insurance.
- Delta will be leaving Williston Airport since the subsidy has ended.

V. ENGINEER'S REPORT

- Mead & Hunt Engineer Rod Senn reported Federal Aviation Administration (FAA) approved the Airports Geographic Information System data and the project will be closed.
- FAA is determining if the flight check performed is eligible for reimbursement for the lighting system and pavement rehab project.
- FAA has approved 8.9 million in federal funding for the Terminal Apron and Taxiway H & J. The grant application was submitted today.
- A set of plans will be submitted in early August to the Department of Transportation for the left turning lane south on Highway 22 to the new commercial terminal. Southwest Water Authority will be sending water service agreements and support documents needed to coordinate and establish the water lines. Water services will be available in the next few months.

VI. ARCHITECT REPORT

- Mead & Hunt Architect Todd Hardin reported the structural engineer was onsite doing observations. Todd shared photos of the progress of the new commercial terminal. The steel and roof deck on area A (secured area) has been completed. The structural engineer reported the work being performed is exceptional and contractors are making good progress.

VII. CONSTRUCTION MANAGER REPORT

- JE Dunn Nate Lange stated area A is completed with structural steel and area B (car rentals, public use area) is expected to be completed with structural steel by the end of the month. The topping out ceremony is scheduled for July 29th. The steel beam selected for signing will be in the mechanical room space, on west corner of the building. The structural framework is scheduled to start on the north side of the building then finish toward the east elevation of the building. The excavation for the three fire suppression tanks and one domestic water tank will start toward the end of July/early August. The tops of the tanks will be placed around seven feet from the top of the tanks and fifteen feet for the bottom to keep from freezing in the winter months. The transformer pad has been set. The geothermal rig is on the south end of the terminal and drilling 36 wells at 50 feet. The terminal is two to three days ahead of the master schedule.

VIII. REGULAR AGENDA

1. ITEMS REQUIRING BOARD ACTION

- A. IIJA 3-38-0013-054-2026 Outlay 3 – Aircraft Rescue and Firefighting Building Expansion – Phase 2 of 2 for Construction and Construction Engineering**
- Discussion: No discussion.
- Motion: “I move to approve 3-38-0013-054-2026 Outlay 3 – Aircraft Rescue and Fire Fighting Building Expansion for reimbursement in the amount of \$126,149.38.” – Shawn Soehren
- Seconded: Jon Frantsvog
Motion Carried Unanimously
- B. NDAC 2025-1 Non-Federal Reimbursement Request No. 6 – New Terminal Building (Construction)**
- Discussion: No discussion.
- Motion: “I move to approve NDAC 2025-1 Non-Federal Reimbursement Request No. 6 – New Terminal Building (Construction) for reimbursement in the amount of \$1,216,614.78.” – Jon Frantsvog
- Seconded: Bruce Burke
Motion Carried Unanimously
- C. NDAC 2024-6 Non-Federal Reimbursement Request No. 18 – Terminal Apron, Access Road & Parking Lot**
- Discussion: No discussion.
- Motion: “I move to approve NDAC 2024-6 Non-Federal Reimbursement Request No. 18 – Construct Terminal Apron, Access Road & Parking Lot (Design) for reimbursement in the amount of \$22,990.70.” – Markus Powell
- Seconded: Shawn Soehren
Motion Carried Unanimously
- D. Terminal Arpon & Taxiway H & J Construction – Notice of Award**
- Discussion: No discussion.
- Motion: “I move to award Reede Construction, Inc. the General Construction bid & alternate for the Terminal Arpon and Taxiway H & J in the amount of \$7,568,060.75 and authorize the Airport Chairman to execute the Notice of Award and Contract Agreement.” – Jon Frantsvog
- Seconded: Bruce Burke
Motion Carried Unanimously
- Motion: “I move to award Edling Electric Inc. Schedule 2 Electrical Construction bid & alternate in the amount of \$1,042,315.00 and authorize the Airport Chairman to execute the Notice of Award and Contract Agreement.” – Jon Frantsvog
- Seconded: Bruce Burke
Motion Carried Unanimously
- E. Tooz Construction – Change Order No. 1**
- Discussion: Engineer Rod Senn commented Tooz Construction found pockets of organics while digging the footings for the Aircraft Rescue and Firefighting building expansion. Terracon a testing firm,

Regular Meeting - Dickinson Municipal Airport Authority – July 16th, 2026

concurred with the findings of organics requiring backfill materials needed. Funds from a previous project could be allocated to the project or an ask from FAA at the end of the project could also be an option to cover the change order. Tooz will add a foot of rock then a foot of class V soil then the footings.

Motion: “I move to approve Tooz Construction, Inc. Change Order No 001 in the amount of \$83,976.00 and authorize the airport chairman to execute the associated documents.” – Jon Frantsvog

Seconded: Shawn Soehren
Motion Carried Unanimously

F. J.E. Dunn Construction – Change Order No. 3

Discussion: J.E. Dunn Nate Lang stated \$66,000 of the change order is going from key access doors to electronic/badge access with automatic lock after operating hours. This is to add thirteen additional electronic/badge access doors to the system. Mead & Hunt Architect Todd Hardin stated the intention and through discussion to have all doors access controlled. All the doors did not show up correctly on the bid documents from the schedule. J.E. Dunn Nate Lang stated the change order includes seventeen flush valves. The spec flush valve needed to have access from the backside for service. Through the design phase the accessible chases were moved but the plumbing fixtures did not.

Motion: “I move to approve J.E. Dunn Construction, Inc. Change Order No 003 in the amount of \$74,308.00 and authorize the airport chairman to execute the associated documents.” – Markus Powell

Seconded: Bruce Burke
Motion Carried Unanimously

2. ITEMS NOT REQUIRING BOARD ACTION

A. GA/Commercial Service Reports – June 2026

Discussion: No discussion.

B. Parking & Car Rental Reports – June 2026

Discussion: No discussion.

C. Old Business

Discussion: Secretary/Treasurer Jon Frantsvog asked for an update on the Automated Surface Observing System. Engineer Senn stated the FAA and Airport District Office (ADO) do not have an answer if the equipment is purchased by the airport will someone service the equipment. Airport Manager Braun and Engineer Senn have a meeting scheduled with FAA & ADO next week to discuss.

D. Other

Discussion: Airport Manager Braun stated he has received a proposal from a company for the aircraft display in the new commercial terminal and will be presented at the next board meeting.

Regular Meeting - Dickinson Municipal Airport Authority – July 16th, 2026

VI. ADJOURNMENT

1. Motion to Adjourn Airport Board Meeting – Bruce Burke
Seconded: Shawn Soehren
Motion Carried Unanimously – Meeting Adjourned at 4:51 pm July 16th, 2026.

OFFICIAL MINUTES PREPARED BY:

Laurie Kasian, Airport Administrative Officer

APPROVED BY:

Municipal Airport Authority

Date: _____