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	Absent
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 Laison	Cory White
	Mead & Hunt Engineer	Rod Senn
	Mead & Hunt Architect	Bret Kudlicki
	J.E. Dunn	John Johnston
	J.E. Dunn	Nate Lange
	Western Edge Aviation	Travis Chamness

III. Approval of the Consent Agenda

1. Minutes of regular meeting dated August 11th, 2026
2. Minutes of special meeting dated August 24th, 2026
3. Accounts Payable
4. Check Report
5. August 2026 Financial Statements
6. ARFF Building Expansion & Terminal Building, Apron, Parking Lots & Access Road Design Invoices

Additions to the consent agenda: Additional Bills Payable in the amount of $3,878.14.

Discussion: No discussion.
Motion: "I move to approve the consent agenda and additional bills payable in the amount of $3,878.48." – Shawn Soehren
Seconded: Jon Frantsvog
Motion Carried Unanimously.

IV. MANAGER'S REPORT

- Airport Manager Kelly Braun stated FAA sent notification to remove the published RNAV (Random Navigation) approach on Runway 25 as a cost saving measure. Manager Braun is working with North Dakota

Aeronautics Commission (NDAC) in response to the removal notification. Sanford Airmed utilizes the RNAV for Runway 25, which is critical to have the approach.

- The Powder River Training Complex at Ellsworth Air Force Base in South Dakota has developed an environmental impact study and asked for comments from the potentially impacted airports. The airspace closure for training would impact Dickinson and surrounding airports because aircraft would have to fly around the restricted airspace which could cause interruption to the scheduled commercial airline service and general aviation, cost, and potential delays. Manager Braun sent a letter to the impact study group and Ellsworth Air Force base addressing the issues that would arise when the MOA conducts operations that utilize all sections of the airspace. Aircraft operating under instrument flight rules (IFR) will not be allowed to fly through the airspace when the MOA is active.
- The North Dakota Aeronautics Commission (NDAC) has completed the 10 year statewide Aviation Economic Impact Study (EIS) and the results of that study will be presented at a future board meeting.
- The budget was presented to the City of Dickinson. The City of Dickinson approved the airport budget. There were no questions about the budget. There were questions about the new commercial terminal project including how the project is going, budget, local share, and timeline.

V. ENGINEER'S REPORT

- Mead & Hunt Engineer Rod Senn introduced Mead & Hunt Architect Bret Kudlicki. Architect Kudlicki reported he is taking over for Mead & Hunt Architect Todd Hardin for the remainder of the construction period. Architect Kudlicki is the department manager for the Rocky Mountain division and has over twenty-seven years of experience.
- Taxiway A & Pavement Rehabilitation Project is closed according to the Federal Aviation Administration (FAA). Airport Administrative Officer Laurie Kasian has submitted the final reimbursement for the projects.
- Aircraft Rescue Firefighting (ARFF) Building Expansion: Floor slab is in place and most of the exterior concrete. Vertical construction of the building will be starting next week. The closeout documents for the new commercial terminal and ARFF building design portion of the projects have been completed and closeout documents will be sent.
- Terminal Apron: Contract agreements are in progress of signatures; construction of the apron will begin next year. Department of Transportation comments have been received, and necessary changes are being made. The final design report has not been received from Southwest Water Authority.
- Pre-application grants for year 2027 are due by October 1st. The application will include utilizing entitlement funds for the access road associated with the parking lot.

VI. ARCHITECT REPORT

- Mead & Hunt Architect Bret Kudlicki visited the terminal project. The project is on schedule. The final statement of work was received from TSA, and the floor box locations have been identified so the pouring of the concrete can be finished.

VII. CONSTRUCTION MANAGER REPORT

- JE Dunn Nate Lang presented a virtual tour of the commercial terminal walking through the construction

progress of the building. Construction crews are 70 percent completed with the exterior framing panels on the building and should be completed by the end of next week. Concrete pouring is in progress and on schedule. The stairs are completed and installed from the tug tunnel to the mezzanine and the stairs from the tug tunnel to baggage claim area. Interior pours will continue and 30 to 40 construction personnel have been on site working. The polished concrete will start once the statement of work is received from TSA. Concrete pours should be completed in around 2–3- weeks' time. The roofing contractor is scheduled mid-September and a preinstall meeting be held with Mead & hunt for the standing seam roof.

VIII. REGULAR AGENDA

1. ITEMS REQUIRING BOARD ACTION

A. IIJA 3-38-0013-054-2026 Outlay 5 – 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 5 – Aircraft Rescue and Fire Fighting Building Expansion for reimbursement in the amount of $221,558.48." – Bruce Burke

Seconded: Shawn Soehren

Motion Carried Unanimously

B. NDAC 2025-1 Non-Federal Reimbursement Request No. 8 – New Terminal Building (Construction)

Discussion: No discussion.

Motion: "I move to approve NDAC 2025-1 Non-Federal Reimbursement Request No. 8 – New Terminal Building (Construction) for reimbursement in the amount of $1,083,460.18." – Shawn Soehren

Seconded: Bruce Burke

Motion Carried Unanimously

C. NDAC 2024-6 Non-Federal Reimbursement Request No. 20 – Terminal Apron, Access Road & Parking Lot

Discussion: No discussion.

Motion: "I move to approve NDAC 2024-6 Non-Federal Reimbursement Request No. 20 – Construct Terminal Apron, Access Road & Parking Lot (Design) for reimbursement in the amount of $19,677.22." – Jon Frantsvog

Seconded: Bruce Burke

Motion Carried Unanimously

D. J.E. Dunn Construction – Change Order No. 4

Discussion: Mead & Hunt Nate Lang stated the $14,000 is returning the savings from the lockers that were in the project at base bid. The windows on the overhead support on the framing were not substantial enough to accommodate the deflection that was anticipated. The cost was to add pieces of tube steel over the holding room and check point windows to accommodate the deflection on the store front windows.

Motion: "I move to approve J.E. Dunn Construction Company Change Order No. 4 in the amount of $15,275.00 and authorize the airport chairman to execute the associated documents." – Shawn Soehren
Seconded: Bruce Burke
Motion Carried Unanimously

E. Mead & Hunt Master Service Agreement – Amendment No. 1

Discussion: Mead & Hunt Engineer Rod Senn stated FAA updated their general contract provisions. This master service agreement is to update the agreement to the current federal guidelines and there is no cost associated with the update.

Motion: "I move to approve the Mead & Hunt Master Service Agreement – Amendment No. 1 and authorize the airport chairman to execute the associated documents." – Bruce Burke
Seconded: Jon Frantsvog

2. ITEMS NOT REQUIRING BOARD ACTION

A. GA/Commercial Service Reports – August 2026

Discussion: Western Edge Manager Travis Chamness stated Planes on the Prairie Fly In is scheduled for Saturday September 19th with a pancake breakfast and car show. A custom-built chartered challenger aircraft flew into tour the presidential library. Western Edge is looking into expanding the fuel farm facility to hold more fuel. Western Edge Aviation hired a certified flight instructor.

B. Parking & Car Rental Reports – August 2026

Discussion: No discussion.

C. Old Business

Discussion: No discussion.

D. Other

Discussion: No discussion.

VI. ADJOURNMENT

1. Motion to Adjourn Airport Board Meeting – Bruce Burke
Seconded: Shawn Soehren
Motion Carried Unanimously – Meeting Adjourned at 4:45pm August 11th, 2026.

OFFICIAL MINUTES PREPARED BY:

Laurie Kasian, Airport Administrative Officer

APPROVED BY:

_____
Municipal Airport Authority

Date: _____