

Tioga Airport Authority Meeting Minutes

December 21st, 2023

7:00PM

Tioga Airport Terminal

Board Members: Curtis Vande Sandt, Dean Hanson, Bob G, Jeff Moe Jr., Paul Weyrauch

Bookkeeper: Patricia Hove

Guests: Wayne Knutson, Richard Olson, Ryan Davidson,

1. Previous meeting minutes for 11/16/2023 read by Jeff Moe Jr. Made spelling corrections. Paul made a motion to approve previous meeting minutes, Dean Hanson 2nd. All approved and motioned passed.
2. Treasurer's report: Reviewed treasurer's report with bills totaling \$19,481.73. Paul W makes motion to approve bills, Bob G 2nd, motion passed. Bank balance as of 12/20/2023 is \$6557,321.50, QB balance is \$508,201.81 The difference between bank balance and QB balance of uncashed checks is \$362.04.
3. Farm Leases. Received 1 bid from Ryan Davison for \$40/acre for next three years. Jeff made motion to approve Ryans bid, dean Hanson 2nd. All approved. Motion passed.

Old Business:

KLJ – No update from Bechtold. Richard talked to Shane about funding to pave the road to the airport. He mentioned how far KLJ thought funding would cover to pave the road, which would be north side of airport property to section line. Jeff is going to talk to the county about what needs to be done to get the road paved.

-Richard said fly in ND conference is being held in Grand Forks March 3rd through the 5th.

-Electrical project precon will be held in March or April. Construction project should start in April or May.

-Richard shared information on the capital improvement project. He provided cost breakdowns for the 2024 project. Discussion was made about the difference in sealants and their pro's and con's. Dean asked if KLJ would stand behind their work, Richard agreed they would. Jeff made motion to approve Micro Seal, Dean 2nd. All approved. Passed

Debit Card – Curtis had debit card set up for TAA account. He will have access via phone for approval of purchases.

Audit- Patricia updated that accountants have not moved forward since last meetings update. Mindy with Brady Marts said she has set time aside next week to finalize the TAA audit. Patricia will reach out the following week to see if progress has been made.

Equipment liquidation – Ritchie Bros has not been to the Tioga Airport to look at equipment. Bob was in communication with Ritchie Bros. He sent them pictures, but they did not show up at the airport to physically look at truck and mower. December 21, 2023 is Bob's last meeting as a board member. Paul will take over this project.

Signs for Airport – Jeff updated that the signs would cost \$8,000. Jeff will check with the local groups to apply for funding on the signs. The board decided to hold off on purchasing signs until funding is either applied or denied.

Plow truck – Bob updated that he has not bled out the lines yet. Bob has plans with Kent to get this project finished. Curtis proposed buying a new air tank for the plow truck. Paul said he has one at home he will bring out for TAA to have.

Lot Rent/Aircraft Registration – Jeff updated that he added Line 19 to the lease agreement, as well as changing the lease from 5 year to 10 year. Paul proposed to approve new lease agreement form. 2nd by Jeff Moe. All approved. Passed

-Board approved to have Andy Freeman's T-hangar be prorated for the year 2024 since he did not take over T-Hangar lease until April of 2023. Board agreed.

Runway Lights/Terminal Lights – Jeff updated that LeWayne installed new eyes that work, but he needs a new switch for T-Hangar. Jeff asked LeWayne to fix runway lights as well, and he will check after the meeting to see if that project is complete.

New Business

Metal Stakes/KLJ - Jeff brought up to Richard that metal stakes are being left behind by contractors and are being thrown onto the runway by the mower. Dean said they are from the wrap being used during contractor projects. Jeff asked Richard to have contractors use plastic or some other form of object.

Overheard Door – Jeff mentioned how bad the slant wall door is getting and shifting when opening and shutting. Discussion was made on what type of door would work best to use for the slant wall.

Grass Runway/Cones – At the CIP meeting Mark brought up to Jeff and Curtis that he wants TAA to have grass runway cones. Curtis provided information on prices, descriptions, and recommendations. Discussion was made on how far apart they should be spaced. Richard mentioned that KLJ should survey in order to make sure they are spaced correctly, and the runway length stays the same. The board agreed and KLJ will do that in the spring. Curtis brought up ordering 14 cones. Jeff made a motion to order 14 cones and the correct number of stakes for each of them. Bob 2nd. All approved. Passed.

Fuel Farm/Maintenance – Jeff talked about an incident where the maintenance contractor has not shown up after a snowstorm. The last time this happened a medical plane landed that morning, and Jeff was the only one out here moving snow. Jeff asked the board to think about hiring their own airport manager. A discussion was made on the pros and cons of hiring their own airport manager vs using a contractor.

Wayne Knutson brought up to the board that he spoke to the Bank of Tioga about interest rates. The bank is currently giving over 4%. He thinks the TAA board needs to go to the Bank of Tioga to get the interest rates raised. Curtis said he would go to The Bank of Tioga to see what better rate they would give TAA.

Jeff asked to call Fargo Glass and Door to have locks moved to the inside of the doors. Paul mentioned the doors should also swing opposite way due to wind direction. Board agreed.

Curtis supplied the updated Notam form to the board. It contains all board members names and phone numbers, along with Tioga Aero Centers.

Adjourn – Jeff made motion to adjourn meeting. Paul 2nd. All approved. Passed. Adjourned 9:24PM.