

MOORHEAD AIRPORT COMMITTEE

Meeting Minutes Wednesday June 21, 2006 Moorhead Airport

Members Present: Dale Niemi, Konrad Olson, Swede Stelzer, Steve Bono, Randy Harms

Members Absent: Nancy Hanson

Staff Present: Peter Doll, City Assessor; Jackie Engel, Office Specialist; Matt Honek, Flight Instructor

1. Call to Order

Chair Harms called the meeting to order at 4:10 p.m.

2. Agenda Amendments

Discussion on the budget was added to the "New Business" section.

3. Meeting Minutes

Action taken: Olson moved, seconded by Stelzer to approve minutes from May 17, 2006. Motion carried by unanimous voice vote.

4. Report of Airport Manager

Kal Skadberg was not able to attend the meeting, so he sent Matt Honek in his place with the Manager's Report.

Students: Honek said that there are currently 7 full-time students and 5 part-time students taking lessons.

Fuel Sales: Honek stated that the fuel prices at the Moorhead Airport are lower than the Jet Center; however, they are higher than the smaller airports in the area. He reported the fuel sales as follows:

	May 06
100LL	2,850.0
Jet A	128.0

Total fuel sales for the month of May was 2,978 which is 1,236 gallons higher than fuel sales of May 2005.

Aircraft Rental: The manager's report, provided by Skadberg in his absence stated that there was 103 hours of aircraft rental for the month of May.

5. Old Business

A. Update on Taxiway

Doll stated that two bids came in for the taxiway project. Doll added that the City Council accepted the lower bid at the June 19th council meeting. The vendor was Central Specialties Inc.

The Moorhead Engineering Department has taken the project over and is running it through their standard engineering process Doll said.

Doll reminded the committee that the City did the site preparation work for the first row of private hangars; however, the City may not be interested in paying for that on the second row of hangars. On the July agenda, the committee should talk about this issue along with land lease rates, Doll stated.

Niemi feels that if the lessee is responsible for paying for the ground work to be done, there will not be a lot of people interested. Niemi added that it costs approximately \$8,000 - \$10,000 per site to do ground work. Harms acknowledged that there needs to be some ground work done before any new hangars can be built, so the committee needs to find some common ground to solve this issue.

6. New Business

A. FBO Contract

i. General Terms of Contract

Doll informed the committee that the current FBO contract will be expiring December 2006. A copy of the FBO Agreement and the Management Agreement will be sent out to all members of the committee and then will be discussed at a future meeting.

Olson asked where we will advertise for services. Doll stated we would probably advertise in the local newspaper and maybe in some trade magazines. Niemi stated that we don't want an

overload of bidders either and told the committee that Beth Grosen stated that the local paper would be adequate.

ii. Contract Adjustments

Doll wants to start some general talks on any changes that need to be made to the agreements. The committee will discuss at a future meeting after all of the members has had a chance to read the agreements.

B. 2007 Budget

Doll told the committee what was asked for in the first round of the budget process:

\$15,000	Fuel tank
\$400,000	Land for cross-wind runway
\$1.26 Mil	Build cross-wind runway
\$165,000	Relocate agriculture pads affected by the runway
\$50,000	Storage garage for snow blower
\$191,000	Hangar buyout

Doll added that because he put it in the budget, doesn't mean that it will stay in the budget. The Council has the final say on what is deleted or changed. Doll also stated that the arrival/departure building will go into the 2008 budget.

Bono asked where the money would come from for ground work if it is not put in the budget. Doll stated that some money is kept as flex money for items such as this.

7. Adjournment

The meeting was adjourned at 5:05 p.m.