

Barnes County Municipal Airport Authority Monthly Meeting Minutes

12:00 P.M. March 6th, 2024 @ VC Country Club

Present: Shawn Anderson, Jamie Bryn, Tim Logan, Casey Burchill, Brad McKay, Mike Lerud, Josh Brelje- M&H, Matt Nisbet – M&H

Chairman Shawn Anderson called meeting to order.

Casey moved to approve February 5th monthly meeting minutes, Brad 2nd. Carried

REPORTS

1. Manager : Employee reviews were completed by Mike and he will be going over them with the employees soon. All was satisfactory. There has been a little bit of snow blowing but not much, Jace will be back helping John this spring with maintenance, CAP had their glider out flying a couple weeks ago.

2. Shawn presented the bills; Brad moved to approve payment of bills in the amount of \$1,460.08, Casey 2nd, carried. Deposits of \$ 83,760.10.

Current Balances: Checking \$148,932.18, MM: \$150,145.94, SE: \$5,009.49

3. Portfolios

a. Fuel: sales and inventory report: 713 gal 100LL sold, 11 gal Jet A sold. We purchased 7401 gallons of 100LL and adjusted the price to \$4.60. 8,447 gal 100LL inventory, 1,329 gal Jet A inventory.

b. Administrative:

c. Buildings/Grounds: We are going to look into the possibility of adding lockout switches on the large bifold door on Hangar 5 to prevent it from being opened when the latches are locked.

d. Promotion: The Fly-ND conference was attended by Shawn and Jamie and was another beneficial gathering filled with useful information to bring back to our location. Next year's conference will be in Fargo. The flying club stated that the Warrior was used 293.6 hours last year, of which 180 was for rental/instruction.

e. Personnel: The last authority reviews of the manager were disbursed and will be gathered for a composite review at the next meeting.

f. Airport protection: We have been notified that the airport has a few trees that have entered the clear zone on the RWY 31 approach. They have been identified and Shawn has been in contact with the home owners. There appears to be no recording of the air space easements at the courthouse from back in the early 1980's for these lots. We have signed easements, but they appear to have not been recorded at the time. We are going to continue visits with the home owners to get these obstacles cleared as soon as possible. We will also be looking into establishing a new air space easement for those land owners to the east that lie within the clear zone of RWY 31 approach.

4. Mead & Hunt

a. Matt went through a thorough review of the clear zone penetration and we will continue to resolve this hazard by working with the home owners. Shawn acquired a bid for topping the specified trees, Tim is going to check with another contractor for a bid also for topping/removing these trees.

b. A update of the Title 6 plan was given. This will be done in 2025 so that it can be federal grant eligible.

c. ALP forecast & scope has been sent to the state for review.

5. County Commissioner:

UNFINISHED BUSINESS

1. Spill containment

2.

NEW BUSINESS

1. CAP used the tool cat while operating their glider (they usually use a golf cart) and we noticed the attachment locks were not fully locked when we went to use it the next time. Nate S was notified of this that they need to pay close attention when operating the equipment. We will check into if our liability insurance allows other users to operate the vehicle.

2. The contact from Ashley airport has been assisting other airports with getting a weather camera set-up on their respective airports. The cost of setting up a 4 camera package thru him is approximately \$11,000. The state is willing to fund 50% of these projects. Casey made a motion to install a 4 camera system, Tim 2nd, carried.

Calendar update:

Next meeting: April 1st, 2024 @ Bridges at noon.

Casey moved to adjourn,

Board Member: Jamie Bryn