

Barnes County Municipal Airport Authority
February 4, 2013

The Barnes County Municipal Airport Authority Board met on Monday, February 4 at VC Country Club with the following board members present: Dennis Helland, Steve Nielson, Larry Welken, Tim Logan, Rick Anderson, Clerk Lori Jury and Manager Mike Lerud. Also present were Steve Synhorst, Kevin Skramstad, KLJ; Cindy Schwehr, BC Commission, Brian Welken, Paul Lindemann and Jarrod Lindemann. Absent were Don Kosse and Shawn Anderson.

Dennis Helland opened the meeting. Larry Welken moved, Tim Logan seconded to approve the minutes from the previous meeting with the following correction/additions: the fuel was purchased at a cost of \$4.28 and the blade purchased from Bobcat of GF was for the snow pusher, not the Bobcat. The motion carried.

Hangar Project

Size of building needs to be decided soon, no deadline but may be finalized at the next meeting.

Larry Welken made a motion to pay mileage and registration for the clerk and board members attending and lodging also for the chairperson for the UMAS in Fargo. Rick Anderson seconded the motion and it carried.

Discussion was held on engine heater in hangar #9.

The chairman will speak with Don Kosse regarding his board position.

Discussion was held on the ndb site (3.1 acres) six miles south of Valley City. No federal funds were used for the project when installed. The board members present agreed to leave as is for the time being.

Manager's Report

Mike's report included the following:

- a) information on a sample spill plan he obtained from Kim Franklin, BC Emergency Manager
- b) snow removal continues as needed and he reported on the plane activity recently
- c) Phil is checking on installing block heater with permission from Larry Welken to go ahead
- d) wind sock light bulbs were replaced
- e) area pilots and their licensing progress
- f) Jon K has returned, he received a letter from the FAA asking him to be a flight examiner in our area, working both in Fargo and Valley City
- g) tour of Casselton has not been scheduled
- h) Fargo Air Museum workshop info distributed to schools in VC
- i) lease agreement for aerial applicators (the clerk shared information on policies from Casselton, Wahpeton, Hillsboro, Jamestown and Devils Lake)
- j) John Miller and Phil Keys would like an hourly pay increase to \$15 per hour
- k) the clerk requested cell phone reimbursement for all the employees
- l) he will be out of town March 3-8, Larry Welken will carry manager cell phone (Larry Welken made a motion to pay full-time employees \$20 for phone reimbursement. No second.)

Larry Welken moved to approve hiring Braun at a cost of \$7,503 for . Tim Logan seconded the motion and it carried.

Brian Welken is requesting a letter from the board stating their approval of the sale between Mark Schlotman and himself. The chairman stated it should be known the BCMAA is not responsible for the RPZ issue regarding the northeast corner of the building. Tim Logan moved to approve the letter and Steve Nielson seconded the motion and it carried.

Dennis Helland discussed preparing a history of the airport. The clerk has been working on this as well as compiling a listing of past managers and board members.

Discussion on heating costs in NVA and the possibility of natural gas heater.

Tim Logan inquired about the status of the AirShow and any pending items. The fireworks remain to be sold.

Steve Nielson distributed copies of a draft for a clerk job description with the board members to review.

Discussion was held on the manager having authority to hire additional help in the event of an emergency.

The chairperson asked Kevin Skramstad of KLJ to check on requirements & policy regarding additions on privately owned buildings.

A motion was made by Larry Welken, seconded by Steve Nielson and carried to approve payment of the following bills in the amount of \$43,287.34:

EXPENSES

5484	Phil Keys	wages	127.44
5485	Lori Jury	wages	923.50
5486	Mike Lerud	wages	461.75
5487	John Miller	wages	1,605.24
5488	VC Public Works	utilities	700.64
5489	Carquest	repairs/maintenance	43.78
5490	Valley Officeworks	office supplies	101.72
5491	VC Country Club	monthly meeting	153.82
5492-94	VOID	printer error	0.00
5495	Mike Lerud	reimburse fuel	10.84
5496	VOID	printer error	0.00
5497	MDU	utilities	151.47
5498	Phil Keys	reimburse fuel/heater	38.07
OL	Dell	manager's computer	1,048.94
5499	Dennis Helland	monthly meeting expense	27.75
5500	Bitz Tire & Service	repairs/maintenance	16.32
5501	Century Link	AWOS	44.04
5502	Century Link	telephone/internet	192.86
OL	NDAC	UMAS registration	570.00
5503	Dakota Plains Coop	fuel & repairs/maintenance	36,894.20
5504	Verizon	cell phone manager	126.96

#5408 C Marvig refund check - after receiving correct address) 48.00

TOTAL FEBRUARY EXPENDITURES \$43,287.34

RECEIPTS

Barnes County Treasurer	mil levy	\$12,047.28
Roger Triebold	2013 land lease	150.00
Fairhill Properties	2013 land lease	179.00
Larry Welken	2013 land lease	129.50
Rick Anderson	2013 land lease	150.00
Multi Service	February fuel sales	2,702.70
#5476 Postmaster (corrected to \$45.00, previously reported as \$90.00)		+ 45.00
Bobcat of Grand Forks	return sales tax	55.64
Messer, Maynard & Hanson, Robert	2013 #9 rent	1,000.00
Dacotah Bank	February interest earned	36.83

TOTAL FEBRUARY RECEIPTS \$16,495.95

January Balance	\$518,453.27	Checking Acct	\$11,576.49
February Receipts	+ 16,495.95	Money Market	\$480,085.39
Less Disbursements	- 43,287.34		
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February 2013 Balance	\$491,661.88		\$491,661.88

With no other business to come before the board, the meeting adjourned.

Lori Jury, clerk

