

Barnes County Municipal Airport Authority Monthly Meeting Minutes
12:00 noon, Monday, December 3, 2018, at Sabirs

Present: Shawn Anderson, Tim Logan, Steve Nielson, Jamie Bryn, Mike Lerud, Cindy Schwehr and KLJ Bryan Jacobson

Chairman Shawn Anderson called meeting to order

Tim moved to approve November 5, 2018 meeting minutes, Jamie 2nd. Carried

REPORTS

1. Manager: Had an issue with the Jet A fuel pump when it was really cold, hose was dropped and broke the outside handle. New filters have been ordered. Gas pump was turning off on its own one day, was checked out and been good since. Decided to add another weight oil in the Terminal.

2. Shawn presented the financials. Tim moved to approve payment of bills in the amount of \$538,511.74 , Jamie 2nd, carried. Deposits of \$437,661.50

3. Portfolios

- a. Fuel: sales and inventory report:* There has been some Jet training going on and they recommended we add a deicer to our fuel, we will do. Jet A pump was worked on, pumping slow.
- b. Administrative:
- c. Buildings/Grounds:* Rents will remain as they are for 2019. Yard lights have been looked over and all are working. Terminal needs a better TV reception, will look into it.
- d. Promotion:
- e. Personnel: Need to get the County pay schedule
- f. Airport protection: Will coordinate with the Fire Dept and Emergency Departments for the key to open the lock box to open the gate into the Airport. Also to give dispatch the code so they can relay it to any emergency Dept.

4. KLJ,

- a. Wildlife Fence is complete except for cleanup, smoothing out ruts and seeding grass. Padlocks will be all keyed the same for the gates. Two deer were fenced in at the end and they found their own way out through an open gate.
- b. PP#3 for \$47,565.67. Drop retainage from 10% to 1%
- c. Jamie moved to accept KLJ's Design, Construction/observation and close out agreement for the PAPI's and Beacon for \$54,152.44, Steve 2nd. carried
- d. Bryan presented an overview of the brand new FAA Reauthorization for the Airport Improvement program for multi year funding.

5. Commissioner: Only one application was received for the Board position, County will be acting on it this month. New commissioners will be sworn in this month.

UNFINISHED BUSINESS

- 1.
- 2.

NEW BUSINESS

- 1. 2019 meeting date's were oked

Calendar update

Next meeting: Jan 7, 2019- 12:00 noon Bridges Grill

Tim moved to adjourn, Jamie 2nd. Carried.

Board Member: Steven Nielson

Approved: 1/7/19