

**Barnes County Municipal Airport Authority Monthly Meeting Minutes**  
**12:00 P.M. Monday, May 2<sup>nd</sup>, 2022 @ Sabirs**

Present: Shawn Anderson, Jamie Bryn, Casey Burchill, Tim Logan, Brad McKay, Mike Lerud, Bryan Jacobson – Mead & Hunt

Chairman Shawn Anderson called meeting to order.

Casey moved to approve April 4<sup>th</sup> monthly meeting minutes, Brad 2<sup>nd</sup>. Carried

**REPORTS**

1. Manager John is putting the snow equipment away again, the springs in the SRE building overhead door will be replaced by Twin City Garage Door because one of them broke, TCGD will also install an external antenna for the SRE overhead door and install a new door seal. New edges have been put on the angle blade for next year.

2. Shawn presented the bills, Tim moved to approve payment of bills in the amount of \$20,762.28, Casey 2<sup>nd</sup>, carried. Deposits of \$ 26,381.85.

**3. Portfolios**

a. Fuel: sales and inventory report: April fuel sales were 1072 gallons 100LL and 250 gallons Jet A. Lileks still has more 100LL to be delivered

b. Administrative:

c. Buildings/Grounds We received a bid to replace the South entrance door/window of the terminal that is rusting out from Valley Glass Shop LLC for \$5,663.78. Jamie made a motion to accept this bid, Brad 2<sup>nd</sup>, motion carried. Shawn is still working with the fuel system companies to get the card reader system operating the way we want it.

d. Promotion: Our Fly-In will be June 18<sup>th</sup> with the VC Hi-Lites wanting to serve the breakfast again, Shawn will call Royce to confirm they are ready and if they need anything.

e. Personnel:

f. Airport protection:

**4. KLJ,**

a The electrical boxes of the new fuel system will be sealed off when Gefroth comes back again.

**5. Mead & Hunt**

a. Bryan presented a task order #1 to approve ALP update that will transpire over a 2 year period, Casey made a motion to approve ALP update, Brad 2<sup>nd</sup>, carried. Bryan presented a task order #2 to approve electrical vault design. Jamie made a motion to approve M&H to begin electrical vault design, Tim 2<sup>nd</sup>, carried. Grant applications have been submitted for ALP update of \$348,107.00, and electrical vault design of \$ 81,077.11. Our CARES grant has been utilized, we have \$9,000 in CRSSA grant available and \$32,000 in ARPA grant available.

**5. Commissioner**

**UNFINISHED BUSINESS**

1. Hangar #14 door seal needs replacement, we need a replacement TV antenna on the terminal building, fuel island spill containment kit installation to be done, fuel signage (emergency shut-off) has all been installed

**NEW BUSINESS**

1. Shawn presented the proposed budget for 2023 for review. Jamie made a motion to accept and present the drafted proposal, Casey 2<sup>nd</sup>, carried.

Calendar update: Jamestown fly-in – May 7th

Next meeting: June 6<sup>th</sup>, 2022 @ terminal @ 7:00 A.M.

Tim moved to adjourn,

Board Member: Jamie Bryn