

Tioga Airport Authority Meeting Minutes  
4-20-23  
7:00 pm  
Tioga Airport Terminal

Board Members Present: Curtis Vande Sandt, Jeffery Moe, Dean Hanson, Paul Weyrauch  
Via phone Bob G. Book keeper Patricia Hove

Guests: Gene Knutson, Richard Olson, Kathy Nessel, Wayne Knutson

1. Call to meeting: Meeting was called to order at 7:02 p.m.

Previous meeting minutes: Jeffery Moe read previous meeting minutes of 3-16-23. No corrections needed, Jeffery made motion to approve previous meeting minutes, Dean 2<sup>nd</sup> all approved. Motion passed

2. Treasurers report: Bills totaling \$10,169.01. Paul Weyrauch makes motion to approve and pay bills, Dean 2<sup>nd</sup> all approved. Motion passed.

3. Old Business:

Board Reorganization-

Chairman of the Board-Jeff nominates Curtis Vande Sandt for chair, no other nominations, Paul 2<sup>nd</sup>. Unanimous vote yes. Curtis Vande Sandt is Chairmain for 2023.

Vice Chairman-

Jeff nominates Paul Weyrauch for Vice Chairman, no other nominations, Dean 2<sup>nd</sup>. Unanimous vote yes. Paul Weyrauch is Vice Chairman for 2023.

Secretary/Treasurer

Paul nominates Jeffery Moe as Secretary/Treasurer, no other nominations. Dean 2<sup>nd</sup> Unanimous vote yes. Jeffery Moe is Secretary Treasurer for 2023.

TAC Update

Kathy Nessel spoke to board and gave updates on personal changes happening at TAC for 2023. Also wanted to give updates on existing agreements made between TAC and TAA, starting in 2014 to present day. Kathy explained it would be difficult for a full-time employee to be at airport with the amount of air traffic stopping at Tioga Airport. TAC will be hiring a Quality Control company remotely to handle fuel quality of fuel farm and trucks. Paul mentioned that if maintenance was being done with full-service fuel person would help keep someone at airport more of the time. Wayne Knutson brought up the cost of the room being used by TAC for the FBO inside the Tioga Terminal, also the fuel trucks being plugged in to building, saying "they could be parked by her hangers". Kathy clarified that with the agreement of using the room,

TAC does not charge airport for custodial cost of keeping the terminal clean with cleaning the entry ways of snow. Gene Knutson questioned about the higher fuel costs between surrounding airfields, and also on using of the room in terminal. TAC says they are competitive with surrounding airports and the added costs cover the labor of quality control and personal on site. TAC will be amending agreements at next month's meeting with all employee contracts signed. Jeff spoke about costs of fuel pump and maintenance of fuel farm with such low return on flowage fees. Paul explained that an increase of flowage fees would only deter more planes from fueling with a higher price. Wayne then asked how long the agreements are valid for, citing the 2014 agreement said the agreement was for 6 years, discussion held about agreements were renewed in 2019 which would set a new time table.

KLJ-

KLJ would like an updated email list of board members since there has been such a change during the past year. Quality Dirt Works was sent a certified letter but was returned. KLJ will pursue Bechtold Paving for bird bath issues later this year. The runway taxi lights and vault building project will have a 7-day shutdown of airport but will have crosswind runway still open for use while work is being done. Bids received for project was two bidders; Strata Corporation for \$1,114,966.00 and Edling Electric for \$618,427.95. After discussion of federal moneys and state payments, it was mentioned that if Edling Electric wins bid, work wouldn't be started until 2024. Jeff makes a motion to accept bid for Edling Electric for \$618,427.95 bob 2<sup>nd</sup> all approved. Motion passed. Paul then made motion to request NDAC for airport aid for project, Dean 2<sup>nd</sup>, all approved. Then Paul makes a motion that the Tioga airport use the 2024 federal moneys to fund taxiway and vault building project, jeff 2<sup>nd</sup> all approved motion passed.

Chairman Vande Sandt then recessed for a 10-minute break at 9:10 pm.  
Board reconvened at 9:19 pm.

Website- Discussion held about the availability of website when searched for. When speaking with Nana Dabanka he told Chairman Vande Sandt that the "google tracking" must be turned on for easier access. Jeff made motion to make website grant access to tracking for searches, bob g 2<sup>nd</sup> all approved. Motion passed

Tee hanger tenants-discussion held about hanger #1 Andy Freeman if he or his partners are on the lease, and being used since he has moved away. Board will review with Andy.

Tee hanger/apron/fuel farm concrete-Bid for concrete of \$164,730.00 for new tee hanger concrete work from Bainville Concrete Construction. Jeff makes motion to approve bid, but after further discussion about not knowing the dollar amount for opening up for public bids, jeff retracts his motion and the matter is tabled until more information is provided.

Tee Hanger relocation-tabled to may meeting

Radios-Tabled

New Business

Weed Spraying-Discussion held on weed spraying for summer of 2023 to keep airport looking good and to keep from spreading any weeds. Jeff makes motion to advertise for weed spraying of airport grass property. Paul 2<sup>nd</sup> all approved.

Milled asphalt-Jeff brought up idea of using the existing milled asphalt on airport to spread on new terminal access road, and roadway between new terminal and existing tee hanger on east side. Will need approval of Tioga Township if any millings are used on township roads. Jeff motions for milled asphalt project of covering roads, Dean 2<sup>nd</sup> all approved. If there are any millings left from road project, board approves of jeff buying 80 yards if any left for personal projects at \$15/yd.

Septic-TAC personal noted that during spring runoff the septic tank at new terminal was over full and restrooms in terminal were not available to use. JTH portables cleaned tanks and noticed mostly clear water in septic. Will investigate later in summer if a seal is leaking or groundwater entering tank another way.

Flag pole-Curtis spoke with "Flag pole guy" about fixing the National Flag pole on north side of terminal. Bid was between \$500-1,000.00 per phone conversation. He will look at pole when he is around Tioga.

Paul-Paul requests board to approve of an area close to his new construction of his hanger for building materials, which will be just east of his building, all agreed. MDU contract was signed and sent off for the power construction of new transformer and line north and east of new terminal building.

Bob-Requests that board give approval for a buddy of his to shoot gophers and help the problem in the grass areas of airport. After discussion board felt it would be too dangerous to shoot gophers with so many aircraft using airport in 2023 and will look at different means of eradicating the gophers.

Jeff-

Signatures-discussion held about after reorganization the board for 2023 a third signer for checks would be needed. Jeff nominated Curtis, Bob and Dean to be signers of the Tioga Airport Authority checking account, no other nominations, Paul 2<sup>nd</sup> all approved.

Bank of Tioga-Jeff discussed the need for online banking for the books of Tioga airport. He requests that Secretary/Treasurer and Bookkeeper of TAA have access to accounts as NON-SIGNATURE representatives only for use of gathering statements and day to day book keeping with correlation to QuickBooks. Paul makes said motion Bob G 2<sup>nd</sup> all approved. Motion passed.

CDS-Jeff brought up the interest rate of 0.05% of having money in the Bank of Tioga. Discussion held about possibility of having a CD or numerous CDs for investment moneys of the TAA. Jeff will reach out to Bank of Tioga and get more information for may meeting.

Adjourn: jeff made motion to adjourn Bob 2<sup>nd</sup> all approved. 10:21 p.m.

Submitted by Jeffery Moe Jr. Secretary/Treasurer

