

**PROCEEDINGS OF  
THE GRAND FORKS REGIONAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS MEETING**

**January 15, 2026**

The Grand Forks Regional Airport Authority Board of Commissioners met in its regular session in the Board Room of the Byron L. Dorgan Terminal on Thursday, January 15, 2026, presided by Chair Dane Simonson. The Members present were Tony Hodny and Rebecca Osowski. The Members present via Teams were Rick Meland, Mark Rustad, and Steve Kuhlman. Also, present were Mead & Hunt's Jon Scraper, and Josh Brelje (via Teams), Airport Attorney's Tim Dittus and Matt Paulson, UND's Jeremy Roesler and Dr. Kim Kenville, GF City Council President Dana Sande, GFK Flight Support Kyle Black, AvFlight Jeff Ohman, GFK On-Call Maintenance Harlan Jensen, Jeff Vatnsdal and Ernie Anderson. Staff attending included Ryan Riesinger, Executive Director, Krista Gravseth, Director of Finance and Administration, Joey Castiglione, Director of Operations and Maintenance, Cason Dunker ARFF/Operations Supervisor, Scott Nelson Maintenance Supervisor and Katie Frownfelter Administrative Assistant.

The meeting was called to order at 8:00a.m. Confirmed quorum and initiated the approval of minutes by Chair Simonson.

**A. Reading and Approval of Minutes**

**1. Approval of Minutes**

- a) Chair Simonson asked for a motion to approve the minutes of December 18, 2025, as written. A motion was made by Osowski to approve the minutes from December 18, 2025, as written. The motion was seconded by Hodny to approve the minutes from December 18, 2025, as written.

**Action Taken:** Motion carried unanimously.

**B. Reports**

**1. Financial Report**

- a) Gravseth presented the December 2025 financial report. Delta was down 2,461 enplanements and Allegiant was down 496 enplanements compared to the forecast. The operating snapshot for December had a net loss of 245,543 vs. budgeted loss of 122,817. 2025 had a net revenue budget of 103,640. The overall operating snapshot by month, year to date, net loss of \$51,785 vs. a budgeted gain of \$103,640. The year-to-date budget vs. expenses, expenses are \$4,434,494, budget \$4,446,547. Below budget by \$12,053. Restaurant commissions are above last year but still below budget. Rental Car Commissions are below budget and below last year. Parking Lot Revenue is below budget. Fuel Flowage is below budget due to weather and short semester for UND students. Revenue per Enplanement for December is \$12.14, with the average at \$13.10. Cost per Enplanement for December is \$8.22, with an average of \$8.00.

## **2. Director Report**

- a) Riesinger referred to the load factors for the year end. The total for enplanements was 900 more than last year.
- b) Riesinger discussed the email he sent out last evening regarding the Las Vegas Allegiant Flight being suspended on May 6<sup>th</sup>. Las Vegas itself is struggling. Conferences are down; hotel stays are down. Allegiant is cutting service system wide by 20% for next summer compared to last summer. We got word that flights after May 6<sup>th</sup> were canceled and passengers contacted by email and were refunded. We will be in communication with Allegiant in an effort to get the service reinstated for the fall.
- c) Riesinger announced that we received word that the FAA tower project bids will be going out.
- d) Riesinger wanted to clarify that our review of the draft amendments to the Minimum Standards today is not a public hearing. We are looking at scheduling that at the end of January or beginning of February. This is an opportunity to review the amendments made to the minimum standards. We appreciate all the hard work the legal team, Tim Dittus and Matt Paulson have put into making these amendments.

## **3. Chairman's Report**

- a) Chair Simonson the new exit lane looks great. He also wanted to thank Vice Chair Kuhlman and Commissioner Hodny for the commitment to the whole day of the selection process to select the Engineering Firm last week.

## **C. Public Comment**

- a) No Public Comment

## **D. New Business**

### **1. Five-year Engineering and Architectural Consultant Selection**

On Thursday, January 8th, a Selection Committee consisting of Vice Chair Steve Kuhlman, Commissioner Tony Hodny, Joey Castiglione, Krista Gravseth, and Ryan Riesinger conducted interviews of the three firms who provided submittals to be considered for the five-year Engineering/Architectural Consultant Selection – Bolton & Menk, Karvakko, and Mead & Hunt.

Each member of the Selection Committee provided a score on four criteria:

1. Qualifications of the Firm
2. Qualifications of the Project Team (Key Staff)
3. Experience in working with State and FAA Regulations and Procedures
4. Project Understanding

The Selection Committee came to a unanimous decision to recommend Mead & Hunt. Mead & Hunt has put together a very strong team with excellent knowledge and experience, and the ability to keep our projects on schedule. A copy of their submission is attached.

If the recommended selection is approved, Airport Staff will plan to bring a Master agreement to the next Airport Authority Board meeting in February for approval.

**EXECUTIVE DIRECTOR'S RECOMMENDATION:** A motion to select Mead & Hunt as our Engineering and Architectural Consultant for the next five-year term, and direct the Executive Director to draft a Master Agreement with Mead & Hunt.

A motion was made by Osowski to select Mead & Hunt as our Engineering and Architectural Consultant for the next five-year term, and direct the Executive Director to draft a Master Agreement with Mead & Hunt.

The motion was seconded by Hodny to select Mead & Hunt as our Engineering and Architectural Consultant for the next five-year term, and direct the Executive Director to draft a Master Agreement with Mead & Hunt.

**Roll Call Vote:**

Hodny: Aye  
Kuhlman: Aye  
Meland: Aye  
Mutchler: not present  
Osowski: Aye  
Rustad: Aye  
Simonson: Chairing the meeting

**Action Taken:** Motion carried unanimously.

**2. Selection of U.S. Hwy 2 Intersection Preferred Alternative**

The North Dakota Department of Transportation is seeking input and recommendations on the U.S. Hwy 2 Intersection Preferred Alternative. Last month, Grand Forks County provided a letter expressing its unanimous support for the construction of a 2X1 Roundabout at the intersection (see attached letter). This letter has been forwarded to the City of Grand Forks for their consideration.

The alternatives include a One-Lane Roundabout, a 2X1 Roundabout, and a Shifted-Diamond Interchange. Attached are schematics of the three alternatives and a summary of findings are listed below:

- All of the alternatives would maintain the North-South and South-North access for the Airport.
- It is believed that the alternatives will improve safety and decrease serious accidents, including high speed angular and rear end collisions.

- The estimated cost differences are significant – the roundabout options are approximately \$8.5-12 million and the interchange is \$99.7 million.
- The estimated timeframes to plan, design, and construct are also significant – the roundabouts would be completed in 4 years and the interchange in 10 years.

At our regularly scheduled meeting last November, the Airport Authority Board voted to remove the One-Lane Roundabout from consideration. Additional operational and safety data was provided by the NDDOT and this was forwarded to our Board members for their information.

**EXECUTIVE DIRECTOR’S RECOMMENDATION:** A motion to select a preferred alternative for the U.S. Hwy 2 Intersection.

A motion was made by Rustad and commented that a diamond interchange is a better alternative, however, it is just not feasible. The time frame and the dollar amount, it’s just not going to happen. The motion is to recommend the two by one lane roundabout. Further discussion, Osowski noted that she feels that it is in the interest of the community to push for the diamond interchange and that is the safest of the options. She understands that there are financial issues with this option. Vice Chair Kuhlman asked the question whether we recommend or not recommend, then it goes to the City Council for discussion. How does it ultimately get voted on to move forward? Who has the authority to move it forward and he agrees that it needs to be done right. Riesinger provided input that the ND DOT will ultimately have the final decision. They wanted input from those that the intersection impacted the most. The ND DOT has funding for the two by one roundabout, if they would seek to go forward with the diamond interchange they would need funding from other entities like the Grand Forks Regional Airport Authority and others to help fund the project. The motion was seconded by Hodny to recommend the two by one lane roundabout.

**Roll Call Vote:**

Hodny: Aye  
 Kuhlman: No  
 Meland: Aye  
 Mutchler: not present  
 Osowski: No  
 Rustad: Aye  
 Simonson: Chairing the meeting

**Action Taken:** 3-2 vote. Motion carried.

**3. Approval of Designated Depositories for Public Funds**

Under the North Dakota Century Code, the Authority is required to designate depositories of its public funds in January of even-numbered years.

The administration has reviewed the qualifications of Alerus Financial and First International Bank & Trust.

We have received and reviewed security pledge schedules reflecting pledged securities in an amount of at least 110% of the Authority's public funds deposits (in lieu of depository bonds) as security for repayment of these deposits, to the extent these deposits exceed FDIC or NCUA deposit insurance limits, from both institutions. The security pledge schedules are attached to this memorandum.

**EXECUTIVE DIRECTOR'S RECOMMENDATION:** A motion to designate both Alerus Financial and First International Bank & Trust as depositories for the Airport Authority's public funds.

A motion was made by Osowski to designate both Alerus Financial and First International Bank & Trust as depositories for the Airport Authority's public funds. The motion was seconded by Rustad to designate both Alerus Financial and First International Bank & Trust as depositories for the Airport Authority's public funds.

**Roll Call Vote:**

Hodny: Aye  
Kuhlman: Aye  
Meland: Aye  
Mutchler: not present  
Osowski: Aye  
Rustad: Aye  
Simonson: Chairing the meeting

**Action Taken:** Motion carried unanimously.

**4. Review of Draft Amendments for Minimum Standards**

Airport Authority Legal Counsel and Staff have prepared draft amendments for the Grand Forks Regional Airport Authority Minimum Standards. The draft amendments and corresponding original pages are attached and were reviewed during the meeting. Copies of the draft amendments are available upon request.

When ready, we will schedule a public hearing to receive comments on the draft amendments to the Minimum Standards. We anticipate the public hearing to be held separately, later in January.

**EXECUTIVE DIRECTOR'S RECOMMENDATION:** A motion to accept the draft amendments and direct the Executive Director to schedule and notice a public hearing in accordance with the Grand Forks Regional Airport Authority Procedure for Adoption of Rules, Regulations, and/or Standards.

A motion was made by Osowski to accept the draft amendments and direct the Executive Director to schedule and notice a public hearing in accordance with the

Grand Forks Regional Airport Authority Procedure for Adoption of Rules, Regulations, and/or Standards. The motion was seconded by Rustad to accept the draft amendments and direct the Executive Director to schedule and notice a public hearing in accordance with the Grand Forks Regional Airport Authority Procedure for Adoption of Rules, Regulations, and/or Standards.

**Roll Call Vote:**

Hodny: Aye  
Kuhlman: Aye  
Meland: Aye  
Mutchler: not present  
Osowski: Aye  
Rustad: Aye  
Simonson: Chairing the meeting

**Action Taken:** Motion carried unanimously.

**5. Other business**

No additional business.

The meeting adjourned at 9:19 a.m.

Respectfully submitted,  
Katie Frownfelter  
GFRAA Administrative Assistant