



Airport Community Meeting

February 3rd, 2025

9 AM

Teams Meeting

Meeting ID: 279 921 498 830

Passcode: aL2i5B

Download Teams | Join on the web

Or call in (audio only)

+1 929-336-2435,,249578597# United States, New York City

Phone Conference ID: 249 578 597#

1) Introductions:

Attendance:

Airport Staff:

Jennifer Eckman, Airport Director

Maria Romanick, Operations and Maintenance Manager

Jessica Long, Airport Business and Development Manager

Michael Rafala, Airport Facility Foreman

Alex Choi, Airport Operations and Maintenance Foreman

Judy Norby, Safety and Security Specialist

Danielle Molloy, Office and Administrative Assistant

Stakeholders:

Wesley Baird, FAA

Logan Zehr, FAA

Tracy Zamon, Trego Dugan

Melisa Urban, Trego Dugan

Dakota Urban, Trego Dugan

Eva Lucke, Minot Aviation

Erick Barnick, TSA

Mark Peterson, TSA

Dave Parks, Avflight

Suzanne Blessum, Minot Aero Center

Melvin Simmons, Tailwind

2) Old Business:

a) Badge Renewals have begun for Emergency Response and City personnel

b) Construction updates:

i) GA Access Road Reconstruction – Postponed until Spring 2026

ii) Wildlife hazard project finalization this year

iii) Runway 8/26 rehab design in progress

c) Recycling

i) Receptacle locked until further notice

ii) Contact Facilities to gain access

iii) NO PLASTIC BAGS ALLOWED

3) New Items:

a) Snow Removal – continues as normal

- i) Response and feedback
 - b) Rental Car Lot LED lights
 - c) Southside infrastructure
 - d) Make a Wish – 2 flights in January
 - e) Women Connect – MACEDC Grand Oasis Hotel
 - f) FLY ND Conference March 8-10 Clarion Hotel
 - g) Public Safety Training Survey Results
 - h) CCTV Footage guidelines:
<https://www.motairport.com/321/Closed-Circuit-Television-CCTV-Request-F>
 - i) Employee Parking Permits
 - i) Please have new employees follow the below link to apply:
<https://www.motairport.com/335/Employee-Parking-Permit>
 - j) Signatories – badges are to be returned within 5 business days, and Jessica and/or Judy are to be notified of any badge deactivation
- 4) Reminders:
- a) Don't forget to badge challenge & secure doors
 - b) After Hours Contact Information:
 - i) Facilities: 701.818.0137
 - ii) Operations (on back of badge): 701.857.4795
 - c) Security questions: Contact Jessica Long at: 701.389.8345
 - d) Badging questions: Contact Judy Norby at: 701.389.9832
 - e) Work Order request form – Utilize the online portal:
<https://www.motairport.com/FormCenter/Contact-Us-5/Work-Order-Request-Form-63>
 - f) Deliveries – Only during designated hours of M-F, 8am-4:30pm
 - i) Loading dock phone: 701.420.4501
 - g) Tenants should only give out Airport Admin phone number to the public (701.857.4724). No other phone numbers should be given out aside from loading dock number for deliveries.
 - h) Facility Tech Phone Number: As a reminder, this number is for internal use only and should not be provided to passengers looking for bags, lost items, etc. Please provide the Admin number if Airport assistance is needed (701.857.4724).

Make a Wish on 2/12

Front doors are blocked off in an S-curve to prevent water pipes from freezing

FAA is planning to decommission PAPIs on 8/26 and comments/concerns need to be forwarded to them by 2/27

Military Welcome Center Ribbon Cutting Ceremony 2/17 @1030 am w/ Senator Hoeven

Terminal Birthday 2/29 (celebrated either 2/28 or 3/1)