

**CITY/COUNTY JOINT AIRPORT BOARD
MEETING MINUTES**

Tuesday June 28, 2016
Mission Field, Livingston

Members Present: Kerry LaDuke, Chairman
Dennis Skattum
Don Wilson
Ray Sundling
Noreen Burg, Secretary

Members Absent: George Denton

Others Present: JoAnn Ferguson, Russ Ferguson, Marty Malone, Bill Burkland

The meeting was called to order at 12:00 Noon by Chairman LaDuke. The minutes of the previous meeting were approved as emailed to the board members.

Unfinished Business

RPA Update. Bill Burkland from RPA was here to oversee the crack seal project which began today. C.R. Contracting from Bend, Oregon is here with an 8 person crew. The runway will be closed while the work is in progress. A 3 day closure is expected and the work should be completed by Thursday, June 30th when the temporary markings will be applied. Another closure would be needed after 30 days to do the permanent runway markings. It was decided to request that the contractor apply the permanent markings on Wednesday August 10th if possible.

Commissioner Malone had requested that RPA check into the feasibility of getting a ball installed on a power line 2 miles north of the Gardiner Airport. It is believed that an aircraft had caught the line and broke it. Northwest Energy states without additional support at each end of the line, that type of line would not be strong enough to support the ball. More analysis and design would be needed and proper clearances over the river would need to be verified. Since the line is located in Yellowstone National Park any improvement to that section of line would need approval from YNP and NW Energy. No action will be taken at this time.

Airport Property Access for Landfill Project. The project is going well and is nearing completion.

Yellowstone Air Service- Residential Land Lease Update. The FAA received an allegation of residential use of Airport Property. Chairman LaDuke responded to the FAA on April 27, 2016. There has been no further response from the FAA on that subject. Previously it was decided to create a land lease for the area the Fergusons are using. JoAnn provided the square footage of the area of their trailer and small hangar. For Grant Assurances for the FAA the lease will note that Yellowstone Air Service represented by Russell and JoAnn Ferguson are providing services as an onsite Airport Manager whose duties include runway services, notifications and security for the property. Yellowstone Air Service is also a Free Base Operator who provides fuel and repair services to pilots. The services are provided in lieu of a lease payment. The County Civil is currently working on the lease.

NPS Centennial Celebration Permit. The Commissioners have decided to deal directly with the National Park Service. The County Attorney is in the process of creating an agreement for the use of the Gardiner Airport property to allow parking there during the "Evening at the Arch" Celebration. That agreement will also include the use of the Arch Park.

OshKosh Snowplow Auction Item. The Snowplow was sold to Teton County for 4150.00. The proceeds from the asset sale will be credited to the Airport Fund.

Land Lease-Wording Review. Don Wilson has a copy of an old leases and feels that the old version states the lease renewal option in a more positive manner than the wording in the new lease. Noreen, Airport Secretary will compile the renewal section of past leases for review by the board. Any recommended changes would need to be approved by the Civil Attorney, Shannan Piccolo.

Budget Update. The Capital Improvement Fund has been approved by the Commissioners, but has not been set up yet. If there are any excess funds at the end of FY17 those can be placed in the CIP fund for future use. The budget has been set for FY17. It has been decided that the cost of the matching funds needed for the crack seal project will be shared 50/50 with the City. There was an expense for RPA Engineering that was paid in FY16 that wasn't budgeted for. A budget amendment for an additional \$5,500.00 will be made to offset that shortage.

New Business

Election of Chairman & Vice Chairman. Kerry LaDuke has given notice that he will resign as Chairman at the end of this meeting. Chairman LaDuke has served for 16 years. He will stay on as a board member until the end of his term. After discussion Kerry made a motion to nominate Ray Sundling as Chairman and Don Wilson as Vice Chairman. All were in favor and the motion passed. Ray Sundling will begin his new duties as Chairman at the end of this meeting.

July Meeting. The joint resolution states the board must meet at least 10 times per year. The board had planned to skip the July meeting. There were no objections so the next meeting will be held on Tuesday August 23rd, 2016.

Comments from City/County Commissioners. None.

Maintenance Report. Russ mowed around the runway and taxiway and some of the areas off the shoulder of the Road. Russ would like the Road Dept to grade the shoulders of the road into the Airport. Ray harrowed the Wilsall airport runway and filled in gopher holes. Joe Magalsky had expressed interest in using the runway when it was harrowed so Kerry will notify him.

Board Member Reports. None.

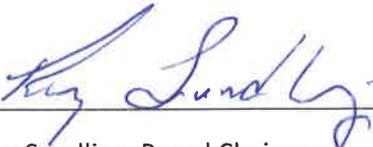
Safety. None

Public Comment. None

Audit- Claims. Board Member Claims were signed.

With all business concluded the meeting was adjourned at 1:00 P.M. The next meeting will be held at Mission Field on Tuesday August 23, 2016.

Submitted this 23rd day of August, 2016



Ray Sundling, Board Chairman



Noreen Burg, Board Secretary