

## Minutes of the City/County Joint Airport Board meeting, March 28, 2017

MEMBERS PRESENT: Ray Sundling, Chairman  
Don Wilson  
Hunter Michelbrink  
Noreen Burg, Secretary

OTHERS PRESENT: Lance Bowser, Clint Tinsley, Quentin Schwartz, Russ Ferguson, JoAnn Ferguson, Steve Koontz, Darin MacKenzie, Ed Walby, Michael Klasing, Elena Klasing, Cody Wood

The meeting was called to order by Chairman Sundling. Minutes of the March 2nd, 2016 meeting were approved as emailed.

**Robert Peccia & Associates** provide engineering services to Airports and assist with FAA funding. Currently they oversee 24 airports in Montana. RPA's engineer, Lance Bowser spoke to the group about the 3 main types of funding through the FAA Airport Improvement Program (AIP). The FAA manages the aviation fuel tax program to provide 90% of funds for approved Airports on qualified maintenance and improvements projects. **Non Proprietary Entitlements (NPE Funds)** of \$150,000.00 per year are based on need. Those funds require a 10% local match. NPE funds can be loaned to other airports on years we don't have a project. Currently the Mission Field fund owes Conrad 24,462.00 to be paid back with this years' NPE Funds. We have borrowed from Conrad several times over the years. The NPE funds can only accumulate for 3 years without being used, so loaning them keeps the funds coming in. Funds are borrowed from previous years' entitlements and are paid back with future funds. The **Enforcement Project Funds** are divided by the ADO (Aeronautical Division Office) in Helena based on a priority work for larger projects. Mission Field used those funds to help with the 2011 resurface project. **Discretionary Funds** are Regional funds based on need for unplanned or emergency repairs. Those funds are harder to get and most go to commercial airports. Montana Aeronautics Bureau has grant money up to 5% of project total, but more commonly comes in at 2.5% of the project total with the difference of 7.5% paid from local funds. The MAB also loans funds for the 7.5% local match at half the prime rate.

Since 1990 Park County has completed 8 separate Capital Improvement Project through RPA totaling 5 million dollars. Park County and the City of Livingston signed a 5 year contract with RPA on August, 25, 2015. When we don't have an active project they provide on call services as needed and try to attend several meetings per year to keep us up to date with FAA requirements. RPA files our yearly CIP update with the FAA as required in October.

Our current FAA CIP lists pavement maintenance in 2020 along with wildlife perimeter fencing and a snow plow tractor. A projection for 2023 lists revenue generating hangars and corresponding taxiway as potential projects. We aren't locked into the plan, but showing a need helps us to receive funds. CIP projects need to be eligible and justified.

The Gardiner Airport meets the NPIA Priority Study guidelines for FAA Airfields as a network available airport, but in its' present configuration the surrounding safety issues prohibit FAA funded projects there.

## **UNFINISHED BUSINESS**

**Gardiner Oil Spill Update-** Email from Sanitarian Craig Caes was unavailable. See attached newspaper article. Clint Tinsley reports that the DEQ is expected to be there this week to do more testing to verify that all of the contaminated soil has been removed. When they verify that there is no more contamination then fresh soil will be brought in to level the site. No word has been received on the Emergency Grant Funds the County has applied for, in the amount of 47,000.00.

**Gardiner Runway Maintenance-** A letter from the Airport Board has been sent to Patrick Kenney, the new YNP Deputy Superintendent to remind him of the agreement for maintenance at the Gardiner Airport. Clint Tinsley said the County Commissioners met with Patrick. He is new to that position so it will take some time to get caught up with issues he's dealing with. Ray knows the maintenance supervisor for YNP and states that project is on their list.

**City Board Members Update-** A legal ad has been placed in Livingston Enterprise for 2 positions to represent the city. It is hoped that the City Commissioners will make those appointments at the April 18<sup>th</sup> meeting, but that may carry over until the May 2<sup>nd</sup> meeting.

**Progress on Sign for Access Road-** The sign has been posted at the entry to the access road. A picture will be sent to Joe Nye at the FAA who made a request that we address the issue.

## **NEW BUSINESS**

**Discussion/Decision- CIP Projects for County Budget-** A mower was considered as a CIP purchase, but will be put on hold until next year. For this year Russ will borrow the Road Dept mower. Ray has an 18' cutter that he will rent to the Airport for the larger areas and the County's mower will be used for the smaller areas. We will coordinate with the Road Department to prevent interference with their schedule.

**Discussion of FY18 Budget-** Ray and Noreen will make an appointment with Erica Strickland the Finance Director to help with our budget.

**Comment from City/County Commissioners-** Clint states that the County Attorney Bruce Becker is working on sending a legal notice to the owner of the barrels and the trailer at the Gardiner Airport and is working to be sure that the barrels are disposed of properly and not dumped in the green bins. Hunter asked about progress on the junk vehicles. The vehicle owners need to be given an opportunity to move them first. If no action is taken then the process to declare them as abandoned can begin. One of the Gardiner hangars is in such poor shape that the board members want to see something done. We will investigate the process to have the hangar repaired or remove. Carisch Helicopter is still using the log building in the summer. Hunter thought Carisch may be leasing from Bill Chapman. The ownership and use of the cabin will be reviewed.

**Maintenance Report-** Russ needs to schedule an oil and filter change for the snow plow. He asked Clint if the county road shop could do that. Clint referred him to Dan Hackmann the road supervisor. Russ will look into requesting a street sweeper to clean up gravel around the tie down chains. Russ would also like to see the chains be replaced with rope sometime in the future. One of the hangars constantly has difficulty with the overhead door.

**Safety-** No issues were addressed

**Public Comment-** None

**Audit Review-** Claims were signed

**Next Meeting Tuesday April 25, 2017, 12:00 at Mission Field**

**Adjourn** With no further business the Board meeting was adjourned.