

CITY/COUNTY JOINT AIRPORT BOARD  
MEETING MINUTES

**Thursday March 2, 2017**

**Mission Field, Livingston**

**12:00 noon**

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

MEMEBERS ABSENT: Kerry LaDuke

OTHERS PRESENT: Russ Ferguson, JoAnn Ferguson, Clint Tinsley, Quentin Schwarz, Erica Strickland,  
Steve Koontz, Edward Walby, Elena Klasing, Cody Wood.

The meeting was called to order at 12:00 pm by Chairman Ray Sundling. Minutes of the November 22, 2016 meeting were approved as emailed.

**Welcome:** **Hunter Michelbrink** was appointed by the County Commissioners for a 4 year term effective 1-1-17 to replace Dennis Skattum who resigned his term on 12-31-16. **Clint Tinsley** is the new County Commission representative and **Quentin Schwarz** is the new City Commission representative.

**Discussion Determination of Potential Risks on Park County Airport Properties.** The Gardiner Airport had an estimated 200 gallons of waste oil contaminated with aviation fuel that was spilled onto airport property. The leak came from a privately owned holding tank that could hold up to 1,000 gallons. It is undetermined how full the tank was prior to the leak. When the leak was first reported the Rural Fire attempted to plug it, but the plug came out and continued to leak. County Sanitarian Craig Caes supervised the removal of oil soaked dirt by the County Road crew. The contaminated soil was placed in a pup trailer and the remaining oil from the leaking tank was pumped out into barrels. The MT DEQ will determine how far down they will need to dig to remove the contamination. They are attempting to get as much cleaned up before the ground thaws to prevent contamination of a well located 50 feet from the spill. The minimum cost for the cleanup will be at least 17,500. The bill for the cleanup will be sent to Bill Chapman the owner of the tank. Bill Chapman is no longer in business selling fuel at the Gardiner site and the tank wasn't state approved. The County Commissioners have signed a request for a Petroleum Grant to help with the cost of the cleanup.

Hunter Michelbrink states he purchased a 5000 gal tank from Bill Chapman which is also on Gardiner Airport property. Hunter will pump the contents from that tank as soon as possible. He had hoped to be able to use the tank to sell fuel at the Gardiner Airport. Russ Ferguson noted that from the description of the tank it would not meet the specifications for commercial use by the State Fire Code.

**Discussion Decision to Recommend to County Commission to Request that Bill Chapman Remove Additional Barrels from Gardiner Airport Property.** There was discussion about several remaining barrels of undetermined content that belong to Bill Chapman on the property. The board would like to

see all possible risks removed as soon as possible. Don Wilson moved to Recommend to the County Commissioners that they request that Bill Chapman remove all additional barrels from the airport property. Hunter seconded the motion. With majority approval the motion was passed to make the recommendation to the commissioners.

**Discussion Decision to recommend to County Commission that the Residential Dwelling be Removed from the Gardiner Airport.** Bill Chapman who used to be the Gardiner Airport Manager and Free Base Operator lived in a mobile home on the Gardiner Airport Property. The mobile home is currently vacant and the County Sanitarian Craig Caes reports that the septic system is out of compliance with County Regulations. Don Wilson made a motion to recommend that the County Commissioners request that Bill Chapman be required to remove the trailer from Airport Property. Hunter seconded the motion. With majority approval the motion was passed to make the recommendation to the commissioners.

**County Finance Director, Erica Strickland discussed the Airport's new Capital Improvement Fund.**

With a large project every 4 or 5 years to keep the Mission Field FAA compliant the budget had fluctuated greatly over the years. There is a policy that the fund can't carry over any more than 33.33% of their budget from one year to the next which made it difficult to save up for big projects. The new CIP fund will allow excess funds to grow for future projects. The county engineering firm Robert Peccia & Associates had created a plan for the airport that shows a 2020 runway upgrade and wildlife fencing on the property perimeter. Those were added to the Airport's current County CIP plan. Copies of that plan were distributed. There was discussion about adding a mower to the list. Ray and Russ will check into the type and cost of the equipment for the next meeting.

**Discussion Decision on C.R. Construction Funds of \$150.00 Reimbursed to J&J Cleaning.** The board had already paid the additional fee requested by J&J for cleaning up the tar on the flooring and extra paper products used during the 2 plus days of work needed to complete the resurfacing contract. J&J has deposited the overpayment of 150.00 back into the fund she was paid from. When the Board had recommended that the Commission request liquidated damages from the Contractor it was hoped that those funds could help reimburse Yellowstone Air for a loss of fuel flow fees they experienced during the project. The penalty was incorporated into the project funds so there was no opportunity to do that. The board decided to give Yellowstone Air Service a 150.00 credit toward the monthly fuel flow fees they pay the Airport Fund for March 2017 as compensation.

**Gardiner Resurface Project Discussion** The former YNP Deputy Superintendent Steve Lobst signed an agreement with the County Commissioners in May 2016 to do crack seal/seal coat maintenance on the Gardiner Airport runway. Steve Lobst retired around the time the work was scheduled and the project was not done. Chairman Ray Sundling has been in contact with Yellowstone Park Maintenance Supervisor Randy Baum who said that the work will be done this summer. It was agreed to send a letter to the new Deputy Superintendent as a reminder of that agreement so they can get include the project in their budget. A copy will be forwarded to the County Commissioners. Bill Berg has met the new Deputy Park Superintendent which may be helpful if issues arise.

**Report on Sign** for access road. Russ reports that a stop sign is ready, he just needs a post then he and Ray will install it.

**Update on City Board Member** to be appointed by Livingston City Commissioner. There was some confusion with the City of Livingston about their open board positions and they did not advertise those openings. They will advertise for the 2 positions that are open and make their appointments taking into consideration Steve Koontz who has already applied.

**Maintenance Report-** Russ continues to plow snow as needed. A service call was made for the furnace as it wouldn't stay lite. The bill was 90.00 and had been submitted for payment.

**Public Comment-** Cody Wood and Elena Klasing introduced themselves. They represent AMTI Aviation Group LLC. Cody states they are interested in the airport's vision for the next 2 to 5 years. The AMTI Aviation Group does aircraft sales, acquisition and managed maintenance and have an office at 124 S Main St in Livingston. They also have an office in Orlando Florida. They want to learn more about our airport and would like to be involved. There was discussion about our current operation and facilities. It was suggested that we could be more proactive in advertising fuel sales. The length of our runway prohibits use by some of the larger jets. A 6500 ft runway would be ideal. Our runway is 5700 by 75. The cost to expand and maintain would probably not bring an increase in traffic. The current runway is adequate for the planes who typically would use our facility. Our terminal could use some updates. The lobby furniture is aging and the furnace is beginning to have problems. Another suggestion was to extend the taxiway to the dirt runway and hangars.

**Audit Claims-** Claims were signed for board members mileage and additional expenses.

**Next Meeting Date is Tuesday March 28, 2017.**

**Meeting was adjourned at 1:15 PM.**

**Public Comment**

**Claims-** Claims for expenses and mileage were signed.

**Next Meeting date February 28, 2017 12:00 noon at Mission Field**

**The meeting was adjourned at 1:00 PM**