

Minutes of the City/County Joint Airport Board meeting, May 24, 2014.

MEMBERS PRESENT: Kerry LaDuke, Chairman
Don Wilson
Dennis Skattum
Ray Sundling
George Denton
Jerri Miller, Secretary

OTHERS PRESENT: Russ Ferguson, JoAnne Ferguson

The meeting was called to order at 12:02 pm by Chairman LaDuke. Minutes of the April 22nd, 2014 meeting were approved as mailed.

UNFINISHED BUSINESS: Four bids were submitted for the SRE building and one bid for the truck/tractor. The bids were opened on May 13th in the County Commissioner's office. The bids for the building were:

1. Kruse Enterprises, Belgrade, MT - \$187,355.00
2. Lutey Construction, Bozeman, MT - \$190,724.00
3. Diamond Construction, Helena, MT - \$236,800.00
4. Wadsworth Builders, Great Falls, MT - \$259,900.00

The one bid for the tractor was submitted by Moodie Implement of Livingston, MT. - \$156,600.00

The bids were given to Legal for their review and a meeting will be held on May 22 to award the bid.

In the meantime, the FAA and Peccia will review the bids for accuracy and for compliance with the Federal "Made in the USA" program which states the majority of the project must be made in the US or consist of components that are made in the US. Upon review of all parties, it was agreed that Moodie's bid did not meet the requirements of the program and it was decided to re-bid the equipment. Peccia will submit the required bid to the Enterprise for publication and the bids will be opened on June 5th.

The fuel tank will be setup and installed later this month. A concrete pad has to be installed prior to erecting the tank stand.

The infrastructure energy project has been completed. The rebate check from NWE has been received. We will audit our energy use this coming winter to see how much money the changes have made.

The handicap ramp in the back of the Admin. Building is complete and looks very good. Kerry will check in to signs pointing the way back to the ramp.

We have not received the renewal for our 2014/15 Liability insurance. It is not due until the new budget year.

Kerry and Jerri have met with Lani Hartung in the Finance Office and have gone through our budget request for 2014/15. We have included all the projected costs of the SRE project, and our request will be several thousand over our projected income. The Board will request additional funding from the Commissioner's for the one-time project. Additionally, Jerri contacted the City's Finance Officer and asked them to put \$9600 into their 2015 budget as a one-time line item. Mr. Meece responded indicating that our request was denied but that the City would consider funding specific Capital Improvement projects. Kerry suggested that we ask the City to assume responsibility for the MAB loan

which is \$9620 and does not start until next year. George moved, Don seconded that the Board request the City and County negotiate a new agreement between the City and the County and be more specific as to funding requirements. Motion carried. Jerri and Kerry will write a letter to Mr. Meece requesting the City to assume the MAB loan. The current Joint Resolution has not been revised in 9 years and Mr. Meece indicated that the City regulations require every long term agreement be reviewed every 10 years.

Discussion of an Airport Usage Policy for commercial operations was discussed. Concurrence with FAA Part 137 as well as proof of insurance and all required licenses will be mandatory for all commercial operations using the Airport. Also, use of the Airport cistern will not be allowed. Ray moved, Don seconded this policy be adopted. Motion carried. Kerry and Jerri will write the policy and include it in our Policy manual.

NEW BUSINESS: Jerri received a phone call and an e-mail from Chapman's regarding repairs to the Gardiner water system totaling \$6,323.68. The work has been completed except for the pressure tank installation. No purchase order, bids or advertisements were done prior to commencement of the work and Chapman's were told to cease any remaining work until they comply with County policies.

Kerry stated that we should see what can be done to resurrect the MOU between the Park Service and County for crack sealing of the runway at Gardiner. Jerri said that we should write a new letter to the County Commissioners making our request for the next joint meeting between the two entities. More at the June meeting.

MAINTENANCE REPORT: Russ has done some mowing and requested again to have the City sweep the runway. Jerri will try to contact Sandy Wulf again.

BOARD MEMBER REPORTS: Jerri and Kerry continue to work on Board policies as well as the Secretary's handbook. She will send the draft policies to Kerry for inclusion in an upcoming Board meeting agenda.

SAFETY: No report

PUBLIC COMMENT: None

The claims were audited for payment. The next meeting is scheduled for noon, June 24, 2014 at Mission Field.

There being no further business to come before the Board, the meeting was adjourned at 1:25 pm.

Submitted this 24th day of June, 2014.

Kerry LaDuke, Chairman

Jerri Miller, Secretary