

Minutes of the City/County Joint Airport Board meeting, August 26, 2014.

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

OTHERS PRESENT: Russ Ferguson, JoAnne Ferguson, Bill Chapman, Loretta Chapman and Jim Durgan

The meeting was called to order by Chairman LaDuke at 12:00 pm. Minutes of the June 24th, 2014 were approved as mailed.

UNFINISHED BUSINESS: Construction on the new building is going well. Bill Burkland's update was provided. It is anticipated the building will be completed in October. The new truck will probably not arrive until January. The first pay request has been submitted to the FAA and the funds have been received and deposited by the County.

Jerri read an e-mail from City Manager, Ed Meece, stating the City would not be interested in participating in a capital improvement program with the Airport. Discussion followed concerning updating our Joint Resolution to provide a funding mechanism for both maintenance and capital improvements between the City and County. Jim Durgan stated that this would be a work session item in the near future. Board members were asked to submit ideas or questions to Jerri ASAP.

Kerry has had several e-mail conversations between himself and Circle Aviation concerning a spill at Mission Field. One of their lines started leaking which the pilot found on a post-flight inspection. He reported in to his company who ordered a replacement shipped immediately. The pilot cleaned up the spill using a floor drying material and then swept up and disposed of the product. Kerry said we must continue to work to enforce the commercial use policy.

Jerri reported that the Gardiner cell tower zoning application plans showed that no change to the protected airspace would take place, so the application was approved by both the FAA and Kerry on behalf of the Board.

NEW BUSINESS: Jerri provided copies of several proposed changes to the MAB rules for grant/loan applications. Due dates for applications and signatures are the biggest changes affecting us. These changes will be voted on at the next MAB meeting.

Don will have some information at the September meeting concerning using a property management company to help lease office space in the administration building. Don asked Kerry if the Board might consider using a Property Management firm to rent/lease the vacant office space in the Admin. Building. Jerri will check it out prior to the next meeting.

The Montana Community Airports Association will have their annual meeting September 11th and 12th in Great Falls. Jerri will send the information to Don.

Maintenance Report: Russ reported several light covers have been broken by animals. MAB has inspected the airport and questioned rental/courtesy car availability. Russ reported several light covers have been broken by animals. MAB has inspected the airport and questioned rental/courtesy car availability. There is nearly always one available or can be delivered to the airport by request. He also asked if the County would mow the access road from the highway up to the top cattle guard. Jim suggested that we contact Parks Fradey at the Road Department and ask him. There have also been door issues with the Hamlin/Meyers hangar.

GARDINER REPORT: Bill reports Gardiner has had lots of wind issues this year, and as always, lots of animals on the property. Bill acknowledged receiving the letter from the Board telling him to stop the work on the water system at Gardiner until he complied with the County's regulations. He went ahead with the repairs and paid for them himself. He said that as Airport Manager, we need to give him leeway when things get tough to take care of repairs/work that needs to be done urgently. He was provided with a copy of the County's bid tabulation form and told that he must have board approval for any expenditure and comply with County purchasing policies. In the case of an emergency repair or issue, he needs to contact the Board Chairman prior to beginning any work or purchasing equipment/supplies.

BOARD MEMBER REPORTS: None

SAFETY: All handicapped parking signs are now in place. We have met all concerns issued from the County's Safety Committee.

PUBLIC COMMENT: Jim Durgan provided a report from MAB on mowing and rolling needed at Wilsall.

The claims were audited for payment. The next meeting date is September 23, 2014 at noon at Mission Field.

There being no further business to come before the Board, the meeting was adjourned at 1:20 pm.

Submitted this 23rd day of September, 2014.

Kerry LaDuke, Chairman

Jerri Miller, Secretary