

Airport Board Meeting Minutes
Monday 05-21-18 8:00 a.m.
City County Complex
County Commission Chamber

Call To Order- by Vice Chairman Hunter Michelbrink. Minutes from April 24, 2018 were reviewed. Motion to approve by Ray Sundling, Darin MacKenzie seconded. Minutes were approved.

OLD BUSINESS

FY19 Budget Review by Finance Director Erica Strickland. There was a question why there was no income from Mobile Homes and Personal Property. Erica states that the income from those were insignificant therefore no dollars were listed. The Capital Improvements funds that were to be placed in the CIP fund at the end of last fiscal year were never transferred. Those funds were used to pay for the Gardiner oil spill cleanup. After discussion of the plan, Ray Sundling made a motion to approve the budget as is. Steve Koontz seconded the motion. All were in favor. The budget was approved.

Yellowstone Air Service Lease Extension Civil Attorney Shannan Piccolo has been working with the 2 man committee to create a new lease agreement. The committee is still working on the rate and term limit. When completed it will be presented to the board for approval.

Gardiner Updates

Crack Seal Project American Sealcoating has begun the project which should be completed by 6-15-18. The total of \$29,000.00 will include painting the runway markers. The NPS is ready to reimburse the county for the work. It is estimated that within 2 years more extensive work be needed. A discussion should be held with the NPS and the Forest Service to request assistance in the cost of repairing the runway. Commissioner Bill Berg lives in Gardiner and knows the NPS and Forest Service personnel, he may be willing to work with us on this issue. City Manager Michael Kardoos asked if the NPS wants us to speak with our congressional delegation to make them aware of the need for funding for the Gardiner runway.

Chapman Safety Inspection The inspection of Bill Chapman's hangars went well. The roof is still in need of repair and Bill plans on having that work done. Bill states he now has liability insurance and is working on adding the Airport as an additional insured. One other hangar at Gardiner was not inspected as the owners live out of state.

Josh Pulst of Leavitt Insurance will provide a report of the issues we need to address now that the safety inspections are done. Noreen will follow-up with requests for missing proof of insurance. It was requested that Noreen forward the list of owners who haven't submitted their proof of insurance coverage to Shannan to compose a legal request for that information.

Review of Potential Rent Changes Darin MacKenzie feels the rents should increase. Hunter Michelbrink feels our current rates are good. Andrew Sanders who rents a T Hangar at Mission Field, feels that a rate increase would be justified to keep the property maintained. The issue will be put on hold until the next meeting.

We have one lease for land only. There was a comment that the FAA does not allow such leases. Shannan will review that lease to see how we can void that as it has locked up areas for expansion. RPA can assist with FAA regulations on land leases and our upcoming Master Plan can specify areas for commercial businesses.

Board Secretary Replacement Plan Clint states that the new Commissioners Secretarial position will be responsible for the board agenda & minutes. Darin asked if the board members could take on some of the duties. The consensus was that the board members shouldn't be asked to do more than they are currently doing.

NEW BUSINESS

AMTI Proposal They have identified several building sites and hope to have a proposal by the next meeting.

Comments From County / City Commissioners Clint met with AMTI, Mike Kardoos and Lance from Robert Peccia & Associates about AMTI's desire to start a new Fixed Base Operation at Mission Field. They had a good discussion and clarified some ideas for progressing with their plan.

Maintenance Report Russ rolled the sod areas. The sprinklers have been turned on and the lawn mowed several times. The Sports Car Club of American (SCA) didn't hold their event at Mission Field due to the rain. They would like to postpone that until September. Russ wasn't sure if that will work.

Safety Report Russ had an opportunity to view the one hangar at Mission Field that they were denied entry to during the Safety Inspections. Russ reports that he did not see any safety violations. Russ states we are short 5 extinguishers and will get those replaced.

Public Input Russ had someone ask about a fee being charged by a company for usage of our airport. Russ told the person we don't charge a usage fee. Hunter will check into the company that is passing this fee on to their customers.

Accounting Review, Claims Audit- One bill was presented for payment from Weston Solutions for the oil spill cleanup for \$198.99 from November of 2017 that had been overlooked or misplaced and not paid at that time. The board was under the impression that the total bill had been paid. Steve Koontz made a motion to refuse payment of that bill. Ray Sundling seconded the motion. All were in favor. The motion was passed and the board refused to pay the bill. Steve Koontz was willing to write a letter to explain the refusal.

Board member claims were signed for meeting attendance and mileage.

Vice Chairman Hunter Michelbrink adjourned the meeting.

Next Meeting Monday June 25, 2018 at 8:00 am at the City County Complex

Board Members in Attendance: Hunter Michelbrink, Ray Sundling, Steve Koontz, Darin MacKenzie, Noreen Burg

Other in Attendance: Clint Tinsley, Mike Kardoes, Erica Strickland, Quentin Schwarz, Russ Ferguson, Mike Klasing, Elena Klasing, Cody Wood, Andrew Sanders, Ben Coleman, Melody Coleman, Carren Jacobik, Jon Ellen Snyder,