

## **MINUTES OF THE CITY/COUNTY JOINT AIRPORT BOARD MEETING, OCTOBER 24, 2017**

**MEMBERS PRESENT:** Ray Sundling- Chairman, Don Wilson, Hunter Michelbrink, Darin MacKenzie, Noreen Burg, Secretary

**MEMEBERS ABSENT:** Steve Koontz

**OTHERS PRESENT:** Quentin Schwarz, Russ Ferguson, JoAnn Ferguson, Leslie Feigle- Livingston Chamber of Commerce, Mike Klasing and Cody Wood

The meeting was called to order at 12:00 pm by Chairman Sundling. Minutes of the September 25, 2017 meeting were approved as emailed.

**Review FBO Minimum Standards Draft-** Several changes were discussed on the current draft of the Fixed Base Operator Minimum Standard document that the board has been working on. Don Wilson made a motion that a clean copy be provided to the members to review prior to the next board meeting. Hunter seconded the motion, all were in favor and the motion was approved. The revised draft will be emailed for review and will presented at the next meeting for approval.

**Review & Recommend to Commissioners to Sign Application for Montana Aeronautic Grant / Loan, for assistance with 10% match on Master Plan Study-** Lance Bowser from Robert Peccia & Associates emailed a copy of an application for State Grant and Loan Funds to assist with our portion of the cost of the study. There was a request to change the answer to a question about having funds for the project if the grant/loan was denied from Yes to No and to see if we could update the owner name from City of Livingston to add Park County also prior to the submission. Darin MacKenzie made a motion to recommend that the Commissioners approve the application with the changes. Don Wilson seconded the motion all were in favor and the motion was approved

**Discuss Meeting in Gardiner Next Month-** The board would like to schedule a meeting with the National Park Service Superintendent, Dan Wenk to discuss the Memorandum of Understanding that the NPS signed in August of 2016 stating that they would crack seal the Gardiner runway since they are the main user. The MOU is good for 5 years and the work has not been done. The NPS Fiscal Year started in October so now would be a good time to discuss this with them. Wade Cebulski of the Montana Aeronautics Division inspected the runway in August of this year and his report states that the runway is in poor condition. Wade gave us 3 options for addressing the issue. Repair the runway, grind up the asphalt to make it a dirt runway or close it. We have a permanent lease with the State of Montana for a portion of the land for Airport use only and we would lose that if the airport is closed.

Clay Williams from the County Weed Department said he would spray the airport next spring in April or May to kill the weeds in preparation for the seal project.

Hunter requested that the board put together a plan to present to the NPS. Leslie Feigel of the Livingston Chamber of Commerce has worked with the NPS and states that we need to have our

expectations spelled out to present to the NPS as they are just beginning their fiscal year and have had to make many cut backs already. Darin wants to present the MOU and state that they follow through or we will be forced to get estimates on having the work done and present them with the bill. Don also suggested a usage fee. Hunter feels that Safety be one of the main issue that should to be addressed. Leslie Feigel states that the Park Service and Xanterra are willing to work with the surrounding communities to increase and cater to park visitors. Tourism should be addressed as the North Entrance is preparing to be open year-round and the Mammoth Hotel is being redone. Livingston and Gardiner are the closest towns to the North Entrance. Leslie states a marketing study was done that showed 70% of the tourists who come into the state through the airports are visiting Yellowstone National Park.

We will plan to have a meeting on November 28<sup>th</sup> in Gardiner and will invite Superintendent Dan Wenk, Maintenance Engineer Nancy Ward and the Head of the Research Division who is the most frequent user of that airport. Chairman Ray Sundling will compose and send a letter and Hunter will check into using the Gardiner Chamber office space for the meeting,

**Comments from City & County Commissioners-** Quentin stated that the new City Manager, Michael Kardoes is interested in our airport and would like to attend a meeting.

**Maintenance Report-** Russ reports that the fire extinguishers provided by the Airport have been serviced. Ted Williams who had been servicing the boiler has retired and the boiler should be serviced before winter. Russ will need to find someone else to handle that. He may try Parisi's Plumbing.

**Board Member Reports-** Darin asked about the status of the Hangar Inspections. We need to check our lease agreements and proceed according to the statutes listed there. This will be reviewed after the Fixed Based Operator Minimums are completed. In a visit with Shannan Piccolo the County Deputy stated that we should have bylaws for our board to spell out our operating guidelines. Leslie Feigel was willing to share their bylaws as a starting point. Darin made a motion to create bylaws for our board. Hunter seconded the motion. There was no vote. It was decided to do more research.

**Safety Report-** None

**Public Comment-** None

**Claims Audit**

**Next Meeting November 28th in Gardiner at the Gardiner Chamber of Commerce**

**Meeting was Adjourned at 1:25 PM**