

## **AIRPORT COMMISSIONERS MEETING Discussion**

**Monday, December 11, 2017 Flight Service Building 2 PM**

Meeting was called to order by Chairman Doug Phair. Present were Doug Phair, Patrick Lifo, Bob Lunde, Paul Grutkowski, Philip Emmons, Keith Holmlund, Jeff Langkau, and Dorothy Willems (Secretary). Absent: Mayor John Hollowell

### **APPROVAL OF PRIOR MEETING MINUTES**

- Pat Lifo made a motion to approve the November 13, 2017 Minutes. Philip Emmons seconded the motion. Motion passed.

### **OLD BUSINESS**

#### **Leases**

- Jeff Langkau and Doug Phair have reviewed and revised one of the 3 leases to be completed and they will continue to work on them this week.

#### **City/County Agreement**

- Keith Holmlund reported the 1948 City/County Interlocal agreement expired June 2017 and the Commissioners have received a signed agreement to renew the agreement. Keith Holmlund advised the Board the agreement is 1.5 miles for the City and County equally but that has the County paying \$30,000 annually to support the Airport and the City paying \$14,040.00 with the City Interfund Operating Transfers Out charging the Airport \$19,292.00 leaving the City support of the Airport being (\$5252). The Commissioners wanted to advise the Airport Board of their intent to meet with the City for discussion regarding this imbalance. The suggestion was to change miles to \$ in the agreement. Keith Holmlund reported a number of attempts to contact Mayor John Hollowell for a meeting with no response. He will continue trying to contact and keep the airport posted.

#### **Second Jet A Tank**

- Jeff Langkau is working on a 2<sup>nd</sup> quote for a Jet A Tank

#### **New Hanger Discussion**

- Doug Phair follow up with USDA-Middrivers Program Grant Funds regarding 80 % with 20% Match and asked about Julie Emmons working on the Grant. Keith Holmlund has contact with Julie about once a week and will inquire with her regarding working on the Grant. Since it's City Property the Grant would have to be signed by the City.

#### **Cell Phone Booster for the Office**

- Jeff Langkau reported the Booster is working very well in the office.

#### **Moore complaint regarding cattle on airport property**

- Jeff Langkau checked on the fencing and the property regarding the complaint and found no cattle, the fencing is good shape, and no evidence of cattle on the property.

### **NEW BUSINESS**

#### **KLI 2018-2020 Project update (Craig Canfield)**

- Craig Canfield presented copy of CIP and mapping of the Project 2018 for review and update. Craig reviewed items 1-7 to confirm the project items with the Airport Board:
  - AGIS Survey must be completed before the Project can move forward.
  - Discussion regarding the location of the fence moving and future for the Airport. The fence in the project is to clear up visibility issues and Craig felt further future plans regarding the fence could be work on later. If Category C Aviation Airport would be an option at the Miles City Airport because of much larger planes the Airport Structure would change completely.
  - Beacon Replacement, Fuel System Power, and Snow Blower Equipment would be included in this project.

#### **Muggli Farming and Irrigation Project**

- Vince Muggli was on the agenda to discuss the Irrigation Project but no one showed up. Discussion regarding haying inside the fence. There are questions regarding the contract addressing mowing inside the fence. Doug felt it was discussed but questioned whether Muggli's wanted to mow inside the fence. Doug asked Jeff to investigate mowing inside the fence with Muggli.

#### **Requirements for Independent Fueling on the Airport and Fuel Flow through fee**

- Having a set of Independent Fueling Minimum Standards, whether or not to require liability insurance for the independent fueling will be investigated with other Airports and asked Jeff to look at setting up a Policy for Independent Fuelers and bring information back to the Airport Board.
- Jeff Langkau was also asked to investigate other Airports for average Fueling Fees and review at the next meeting. Montana Aeronautic Web Site has this information.

## Solar Panel Project /VD Clean Energy-Mt Sun (Mike Klein)

- Pat Lifo report his visit with Mark Klein regarding 50-80 Mega Watt Solar Panel Project on Airport Property. It was very important to have MDU or WAPA on board to sell the energy. From the mapping supplied discussion regarding location for the project which 6-7 acres are required per Mega Watt. The company would manage the Solar Project and employ 4-5 people. An environmental study will be needed to do the project.
- Doug Phair had visited with Vince Muggli regarding the Irrigation Project Electric needs and cost. The Solar Panel Project projection needed to help support the project.

## Subaru Recall

- Jeff Langkau took the Subaru to have the recall repair done. Engine problems reported by the dealer. Runs well so will continue to drive.
- Bob Lunde advised in January 2018 he would be donated a Mini Van to the Airport. Jeff Langkau advised the Grant for a Courtesy of \$2000 was in the running for Miles City. They would reject the Grant or Bob Lunde could sell Van to the Airport for \$2000 and donate the funds back to the Airport.

## COMMITTEE REPORT

- **Finance –**
  - Check account balance \$188,392.73
  - Account Receivables expected after December 1<sup>st</sup> billing \$16,153.00
  - November Salaries & City Charges (\$14,000.00)
  - Last Loan Payment from 2009 Project January 2018 (\$5,099.34)
  - Estimated Balance December 11, 2017 \$185,446.39
  - Airport Improvement Fund \$68,455.12
- **Operations –**
- **Development –**

## MANAGER'S REPORT

- **Manager Report (copy attached)**
  - **Claims Vouchers**
    - Pat Lifo made a motion to accept the claim voucher for December 2017. Paul Grutkowski seconded the motion. Discussion regarding \$550 Fuel Master Maintenance Contact agreeing to continue contact with the future updates are being expected. Motion passed
    - Jeff and Paul continue to work on Fuel Master Downloads and Jeff will investigate bundling with Mid Rivers to get the phone line back.
  - **Fore Flight Advertising**
    - Purchased contact @ \$499 with a means to post our gas prices to an Aviation Site
  - **Solar Well Pump**
    - A& A Well Pump estimate \$4690.24
  - **MCC MOU**
    - New Administration and Equipment repair are the large issue at the College for now. Dale Marcil still want to work with the Airport but may take some time.
  - **Electric review of Hanger 8**
    - Estimated used 23 KWH daily with no aircraft plugged in. Heater running in the bathroom.
  - **Custer County Sheriffs Department asked if the airport would like to advertise on the canvas grocery bags they were distributing.**
    - Decision made not to participate.

## ADJOURNMENT

Doug Phair adjourned the meeting.