

## AIRPORT COMMISSIONERS MEETING MINUTES

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

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

### APPROVAL OF PRIOR MEETING MINUTES

- Philip Emmons made a motion to approve the August 14, 2017 minutes. Bob Lunde seconded the motion. Discussion. Motion carried.

### OLD BUSINESS

#### Agri Industries Inc /Irrigation Project Feasibility

- Mike Ames and Bill Derosier presented mapping and a list of items needed to consider for an irrigation project at the Airport ( A copy of the mapping requirements for a project system for a project, and the list of items to considered is attached to the minutes). A plus for this project would be the Custer County Irrigation Water Rights are already in place for the Airport.
- Bill Derosier inquired about any issues with FAA Restriction and Issues with the City of Miles City.
- Doug Phair asked if Agri Industries could investigate the funds available through DNRC either through grants or funds. Mike agreed to investigate. Mike Ames explained the DNRC Loan Program at about 3 to 3.5 % where they sell bonds on projects to get money for borrowing in a 15 year loan.
- Discussion followed regarding pumps needed for getting water to the Airport Hill, power resources available, easements and what's needed to get the power for the project. Mike Ames explained the Irrigation Rate through MDU where the utilities would be much more reasonable than the rural electric rates.
- BLM could benefit from water pumped from the river but it has to be understood this is raw water from the river with only minimal filtering of the water.
- Craig Canfield (KLJ) advised boring under the runway is not a problem.
- Service Contract and Maintenance Contracts are available for an irrigation system of this kind.
- District Irrigation System was discussed but investigation with landowner didn't produce much interest. Muggli (airport farm leaser) and one other showed some interest.
- Mike and Bill agreed to work on a more detailed 5 year plan, cost estimate, production estimates, grant funds available, and available funds in loans (DNRC Loan and if there are limits to the loan), MDU getting electricity for the irrigation and report back to the Airport Board.
- Jeff Langkau will check on Fort Keogh Easement and Application for Water Rights.

#### MT DOT Lease

- Jeff Langkau emailed Walt Kerttula and has not heard back from proposing a lease of \$100 per acre per year for the 10 acres being used (\$1000 annually).

#### USDA-Middrivers Program for Grant Funds to build new hangers

- Doug Phair has not connected with Julie Emmons regarding any funds available with grants for building new hangers at the airport through the USDA-Midriver Program. Doug will follow up with Middrivers regarding the program.

#### Term Expiration End of year Term dates for all members:

Entity	Member	Date of First Meeting	Term Expires
City Council Representative	John Hollowell	January-16	12/31/19
County Commission Representative	Keith Holmlund	January-16	12/31/19
City Appointed	Phillip Emmons	February-14	12/31/17
City Appointed	Doug Phair (1)	February-14	12/31/17
County Appointed	Pat Lifto	May 2013 and reappointed 2016	12/31/19
County Appointed	Paul Grutkowski	May 2013 and reappointed 2016	12/31/19
Joint Appointed	Bob Lunde	April-15	12/31/18

(1) Replaced Calvin Carey

## **Land Lease or Purchase (Ben Holman)**

- Jeff Langkau met with Dawn Colter regarding selling airport property where she reported Airport Property was not under City property resolution. FAA Rules would supersede City Resolutions. Dan Rice (Miles City Attorney) felt the best approach would be to sign a long term lease with an agreement in the lease any building on the lease property the Airport would have first chance to purchase. This would give the Airport time to investigate the State Statute stating "Public Property cannot be sold without Public participation" and would also give time to determine if having a long term lease would give the leaser preference over any other bidder.
- Craig Canfield advised the lease should have a statement in lease if the building would have to be moved because of runway changes the Airport could move or purchase the building. If the property was sold the property should be designated as non-aeronautical property.
- Bob Lunde made a motion to offer a 20 year lease at \$600 annually with escalation clause and all standard lease provision from the Airports standard lease. Philip Emmons seconded the motion. Motion carried.

## **Industrial Park**

- Doug Phair has not connected with Julie regarding grants available toward industrial parks but Tracy Baker with SE MT Economic Development had mentioned Shane Mintz (Division MDT Manager out of Glendive) on the Highway 59 Project may be contact and advised of the two approaches the Airport would like if the Industrial Park is develop

## **STAT Project (Coop Airline STAT Air)**

- Chairman Doug Phair reported visiting with Jackie Muri from Holy Rosary regarding a Hospital Fund Raiser next weekend where St Vincent attorney will be in attendance who is involved in Ambulance Service. Doug felt Jackie was in favor of the STAT Project and felt something may be changing in Ambulance Service for the Hospitals. Doug plans to attend the meeting to find out more about the hospital verses the STAT Project. Jeff Langkau also plans to attend.

## **NEW BUSINESS**

### **KLJ- Update CIP 5 Year Plan (copy attached)**

- Craig Canfield present information regarding the 5 Year Plan and explained what is planned for each year. He was asking the Board to review the plan for any changes they wanted to make. Bob Lunde made a Motion to accept the 5 year plan presented by Craig Canfield (KLJ). Paul Grutkowski seconded the motion. Motion passed. Craig will get a copy of the 5 Year Plan to Doug and Jeff to sign.
- Jeff Lankau requested resealing the old Helicopter Pad and putting tie downs for more planes. Craig Canfield will send Doug and Jeff a spread sheet of how they installed the tie downs in Broadus. They felt the work could be done by Airport personal. A barrel of Seal Coat is available at the Airport and Jeff will see if they can use it.

## **COMMITTEE REPORT**

- **Finance –**
  - Check account balance \$97,466.54
  - Multi Service Revenue expected \$22,072.48
  - Account Receivables expected after September 1<sup>st</sup> billing \$38,509.50
  - August Salaries and City Charges (\$15,000.00)
  - City Valcom Fuel Charges not paid (\$16,100.00)
  - Estimated Revenue balance as of September 2017 - \$176,948.52
- **Operations –** Jeff purchased a TV at WalMart for the Airport .
- **Development –**

## **MANAGER'S REPORT**

- **Manager Report (copy attached)**
  - **Claims Vouchers were reviewed.** Bob Lunde made a motion to accept the Claim Vouchers as presented. Philip Emmons seconded the motion. Motion carried.
  - **Fire Truck –**Pump Engine Starter went bad and was replaced at Fire Hall.
  - **Tarus Review -**Rick Huber replaced the fuel pump to get it running and presented a estimate to the airport for repairs needed on the Tarus. The cost of the repairs comes to \$2292.56 (copy of itemized items attached). Bob Lunde made a motion to accept the bid and have the repairs done on the Tarus. Philip Emmons seconded the motion. Motion carried. Jeff would like to have a third courtesy van probably for next year consideration.
  - Jet A fuel prices have increased \$.30 due to the Texas Hurricane.
  - Park Brake Valve was replaced on the International at a cost of \$335.

## **ADJOURNMENT**

Doug Phair adjourned the meeting.