

**STEVENSVILLE AIRPORT BOARD
MEETING MINUTES**

**DECEMBER 10TH, 2019 – 5:30 P.M.
STEVENSVILLE TOWN HALL**

STEVENSVILLE AIRPORT BOARD:

- Craig Thomas – Airport Board Chairman
- Ron McCann
- Dustin Wood
- Don Whitehair
- Duane Shinn
- Don Lorenzen

STEVENSVILLE AIRPORT REPRESENTATIVES:

- Shaun Shea – Airport Engineer (MMI)
- Tyler Reed – Airport Engineer (MMI)
- Brandon Dewey – Mayor
- Bob Michalson – Town Council Rep
- Paul O’Bagy – Airport Manager
- Dan Denton – Airport Assistant Manager

OTHERS PRESENT:

Robert Underwood – Stevensville Treasurer
Kelly Anne Morris – The Weed Lady

1. CALL TO ORDER AND ROLL CALL

- Meeting began at 5:30 PM

2. APPROVAL OF MINUTES

- November minutes approved by Board.

3. CORRESPONDENCE

- Roy Smith’s outstanding airport fee statement was returned to sender. The Town sent it out and Laura signed it. Records show Roy is from Libby and owes \$610. Don Lorenzen suggested someone from the Board contact MDT to see if they can track down the person.

4. FINANCIAL REPORTS

- Mr. Underwood summarized the financials to the Board. All the invoices have been paid from the AIP 013, 014, and CATEX projects. He said he would do some housekeeping for the upcoming council meeting. There is about \$100K in the Airport’s account. Some of that has to be in reserve (typically 25% to 50% for operation and maintenance). Right now with the upcoming project plan, the Airport doesn’t really meet the “mark” for this for reserves. One option is the Town could lend the Airport money. Craig Thomas said the upcoming project should complete the airport in the short term. Moving forward the Airport needs to make sure it’s self-sufficient without using tax dollars. Mr. Underwood is working up the figures for what revenue streams may need to be increased in order to have sufficient reserve and he should have it ready to present during the next meeting. Craig mentioned that he researched typical GA fees across the state for airports similar to Stevensville and the Stevi Airport is one of the top four most expensive airports in the state. Don Lorenzen – where do volunteer hours go? Robert said he receives a copy of these efforts in addition to the Mayor.

5. ENGINEER'S REPORT

- Tyler summarized the plans for the upcoming Montana Aeronautics Loan and Grant Meeting coming up in January. The Airport has submitted several grant applications: retroactive grant to help cover some or all of the local match for the AIP-015 (Pavement Reconstruction and New Midfield Taxiway) project. In addition, applications were submitted for a new pilot shack (pre-fab) and rehabilitating the airport access road. Tyler has begun working with Knife River on the contract, insurance, submittals etc.

6. AIRPORT BUSINESS: DISCUSSION/DECISION

- a. **Airport Budget and Current Situations.** None
- b. **Airport Funds Investment.** Covered under section 4
- c. **Airport Future Projects.** Covered under Engineer's Report
- d. **Airport Planning Process.** Covered under Engineer's Report

7. OLD BUSINESS

1. **Discussion / Decision regarding FAA Funding Opportunities** – Covered under Engineer's Report.
2. **Discussion / Decision regarding Thomas mower repair reimbursement.** The Board was not able to vote since Craig needs to abstain and the needed one more Board Member present. They'll try and do it next Board Meeting.

8. NEW BUSINESS

1. **New Turf Runway** – No one showed up to present their proposal, tabled for next meeting.
2. **Airport 'Fun Day'** – Kelly Anne Morris ("The Weed Lady") presented some ideas for an Airport "Fun Day". Don Lorenzen said it would be great to do this after the pavement reconstruction project wraps up. Kelly said she's received funds from Ravalli County in the past for similar events. Don Lorenzen said he spoke to Mike Stewart about bringing in a car show. Other ideas were discussed such as: food trucks, Boy Scout Troup could cook breakfast, EAA group could let the Airport borrow stuff, could do a youth obstacle course, bring in the llama lady, petting zoo, etc. Kelly mentioned if there is something they could do every year, people would get used to it but make it so you're not spending money but could make money. Kelly said she's willing to help out and has a food truck she could operate. Don Lorenzen mentioned they could do an egg drop with a prize inside an egg. Ron McCann mentioned one of the challenges of events like these is logistics and enough prior planning. The event should be covered under the County's insurance. Kelly mentioned the Job Corp and how they could help out (Trapper Creek Job Corps). Kelly also mentioned that Wes with Bitterrotters may be interested in doing a car show as well. Don Lorenzen will touch base with Bitterroot Auto group, and will work more with Kelly. Item tabled for next month.

9. AIRPORT MANAGER'S REPORT

- None

XI. PUBLIC COMMENTS

- None

XII. ADJOURNMENT

- Meeting was adjourned at 6:33

Next Meeting – Tuesday, January 14th, 2020 @ 5:30 P.M. (Town Hall).