



**Stevensville Airport Board Meeting
Agenda for
TUESDAY, JULY 13, 2021
5:30 PM
206 Buck Street, Town Hall**

1. Call to Order and Roll Call
2. Approval of Minutes
 - a. [May 11, 2021 Meeting Minutes](#)
3. Correspondence
4. Financial Reports
5. Engineers Report
6. Airport Business: Discussion/Decision
7. Old Business
8. New Business
 - a. Discussion: Gate at Main Entrance to Airport
 - b. Discussion: Contest/Event Being Held at the Airport
 - c. Gravel Pit
9. Airport Manager's Report
10. Public Comments
11. Adjournment

Guidelines for Public Comment

Public Comment ensures an opportunity for citizens to meaningfully participate in the decisions of its elected officials. It is one of several ways your voice is heard by your local government. During public comment we ask that all participants respect the right of others to make their comment uninterrupted. The council's goal is to receive as much comment as time reasonably allows. All public comment should be directed to the chair (Mayor or designee). Comment made to the audience or individual council members may be ruled out of order. Public comment must remain on topic, and free from abusive language or unsupported allegations.

During any council meeting you have two opportunities to comment:

1. During the public comment period near the beginning of a meeting.
2. Before any decision-making vote of the council on an agenda item.

Comment made outside of these times may not be allowed.

Citizens wishing to speak during the official public comment period should come forward to the podium and state their name and address for the record. Comment during this time maybe time limited, as determined by the chair, to allow as many people as possible to comment. Citizens wishing to comment on a motion for decision before any vote can come forward or stand in place as they wish. Comment must remain on the motion before the council.

File Attachments for Item:

a. May 11, 2021 Meeting Minutes

**STEVENSVILLE AIRPORT BOARD
MEETING MINUTES**

**MAY 11, 2021 – 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)
- Tim Smead – Airport Manager (MMI)
- Brandon Dewey – Mayor
- Dempsey Vick – Town Council Rep
- Robert Underwood – Stevensville Treasurer

OTHERS PRESENT:

Nate Pelkey – Ravalli County Road Department

1. CALL TO ORDER AND ROLL CALL

- Meeting began at 5:30 PM

2. APPROVAL OF MINUTES

- Approved minutes from last month.

3. AIRPORT MANAGER’S REPORT

- **Finance.** The Airport Fund sits at about \$30K. There were a couple expenses this month – wages, technology fees, rent for office. Tim received the keys to the new administrative building (rental). Robert filled out the \$13K grant application for the FAA, he just needs to get a signature. Dustin asked if the airport pays for the electrical bill for the entire building, Robert said “yes” as it was one of the terms of the rent.
- **Engineering.** Tyler is working with Robert to come up with a solution to close the project out before the end of the Town’s fiscal year. He spoke to Steve Engebrecht with the FAA to discuss the possibility of removing the coal tar application around the tie downs from the project. Steve said he’s seen airports with premature pavement degradation due to fuel spills and said that the coal tar works to prevent this degradation. Since the coal tar will need 24 hours to cure and the temperatures must be 50 degrees and rising, the only way to apply the coal tar would be to wait until the Hamilton Airport project is completed so the aircraft may leave Stevensville and free up the aprons.
- **Operations.** Craig said the Forest service is showing up the 24th-30th. There will be a sky crane. Tim spoke to the FAA on the AWOS today, they are still having issues with it. The FAA said when they purchased it in 2016 they’re stuck with it until it exceeds its “useful life”.

4. AIRPORT BUSINESS

- **Nate Pelkey – Ravalli County Road Department.** Nate said his crew is mostly working on reclaiming the gravel pit near the Eastside Highway. They are exploring options for a new site. Nate passed out three maps and explained the steps for developing a gravel pit. There is a lot of permitting w/ MSHA and DEQ, public input, etc. - RCRD would take care of that. There are multiple parcels out there and the life expectancy would be pretty long. One step would

be to figure out how long to issue the permit. Nate calculated there's about 1.5M yards. They would use 20,000 - 40,000 yards a year. The lifespan would be 30-40 years. Craig asked how much income could be generated. Nate said it's roughly \$1 per yard, so about \$20/\$30K per year. This is road work material. Craig - what's the general feeling with moving the gravel pit to the new site? Nate said it's very desirable. It would be a benefit to the County. Duane - why are the gravel pits so close to the highway? Why isn't gravel further in the mountains? Nate said most of them are opened by the heavy highway projects during construction. Craig - to Robert - what would this do for the airport? Robert - it would double it (revenue). The proposed extents are about 23 acres. Nate said it would make things difficult to develop some parcels. Robert - what's the break even point? Nate - that's something that would have to be figured out. Craig - what pressures would be put on council? Dempsey said they would have a public hearing it would be a normal Council agenda item. Dempsey thinks it would be a benefit to the airport. Motion was made by Don Lorenzen to continue to support exploration and negotiation for a potential gravel pit north of the runway. Dempsey will mention it during his council meeting. Won't be able to discuss it formally unless it's on the agenda. Vick would like to hear opinions from Commissioners first. The plan is to have Nate approach commissioners, then it will approach the council. Nate thinks it's mutually beneficial.

5. OLD BUSINESS

- a. **Discussion/Decision: Stevensville City Airport Rules and Regulations.** Moved to next meeting.

6. NEW BUSINESS

- a. **Discussion/Decision: Funding Sources for the Stevensville City Airport.** Robert mentioned again that he just put in for the second FAA CARES Act grant. There are a few more restrictions but will use it for operations. Robert also mentioned he put in his resignation. He will be doing an audit of the user fees as he's noticed some user fees were not paid - Robert has been hunting people down. Robert thinks if the gravel pit goes, the first thing that goes is the user fees. Having an office up there will help things as well. Building a hangar would be the next largest revenue source (besides the gravel pit). Could ask for retro-pay w/ Aeronautics and FAA. The hangar will start generating revenue right away after it's built. Robert will work with Tim to build the hangar.

7. PUBLIC COMMENTS

Don Whitehair mentioned to the Board there is a user at the airport who refuses to pay user fees, Shaun Cramer. The Board discussed how to approach Mr. Cramer to rectify the situation.

8. ADJOURNMENT

- Meeting was adjourned at 6:50 pm.

Next Meeting – Tuesday, June 8, 2021 @ 5:30 P.M. (Town Hall).