

Meeting Minutes
Madison County Airport Board
Ennis, Montana
January 31, 2018

Attendees: Tom Miller, Scott Payne, and Jim Frey

Via Teleconference: Tom Miller, John Hauck, Beau Bradley, and Peter Fitzgerald

Absentees: Ernest Bock

Commissioners: Jim Hart, Ron Nye, Dan Allhands

Secretary: Jani Flinn

Visitors: Troy Hunter, Choice Aviation, Lance Bowser and Mary Bell, Robert Peccia & Associates (videoconference), and Geoff Hamill, Madisonian

The Airport Board meeting was called to order at 4:00 p.m. by Board Chairman Tom Miller. Lance Bowser, RPA, summarized the MDT Aeronautics grant funding awarded to Madison County for this year. \$31,000 goes to Ennis, and \$28,210 is for Twin Bridges. Madison County received 21.6% of the total funds awarded, and these funds will apply to the County's match portion of FAA grants.

Robert Peccia & Associates Project Updates:

ENNIS AIRPORT:

- Ennis Master Plan: Still waiting on modification to standards before the ALP and Master Plan can be completed.
- Grant 018-2017, Snow removal equipment and AWOS: Plow still needs punch list items taken care of. After completion, Lance will prepare project closeout documents and final report.
- AIP 019-2017, Environmental Assessment: On Hold. Can't move forward until Master Plan is complete. Lance is working with the FAA. South Apron work may be delayed until next year.
- AIP 020-2018 SRE/ARFF Building. Preliminary design is for a 4-bay storage building. Discussion included whether to go with wood frame vs. metal, and pre-engineering questions. After discussion, Jim Frey moved to proceed with engineering a steel building. John Hauck seconded the motion. All voted aye and the motion carried. Lance will prepare a Task Order and finalize Grant Application for Commissioners' approval.
- AIP 021-2018 pending: After Master Plan approval, Lance will complete application for Land Acquisitions, South Apron/Partial Parallel/Taxilane Extension and runway maintenance.
- Non-Project related items:
 1. Self-serve fuel system has to be relocated with new apron layout. After discussion, Troy Hunter, Choice Aviation suggested they keep the fuel farm as it is and move only the self-serve pump since FAA funds are not eligible at this time. Discussion will be continued.
 2. Cisterns: Lance suggested we coordinate this work with the South Apron contractor.

TWIN BRIDGES AIRPORT:

- Instrument Approach Procedure Development status is "Awaiting Publication".

- AIP 012-2017, Master Plan Update is on hold until we can justify flight data. State apportionment has been allocated and Lance is working on documentation and meet with the FAA.
- AIP 013-2018, anticipated for Taxilane widening, apron expansion, pavement maintenance, and Access Road. Lance reviewed the Twin Bridges layout plan and noted that one hangar is impacted. This is an old hangar leased by Layne Carlson. After discussion, Beau Bradley moved to negotiate a buy out on the Carlson Lease up to \$7500 and will bring the proposal back to the Board. Peter Fitzgerald seconded the motion. All voted aye and the motion carried. Upon concurrence, this item will be recommended to the Board of Commissioners for approval.
- Principal Consulting Agreement between Madison County and Robert Peccia & Associates will expire in February. This engineering agreement is renewed every five years. Jani will prepare RFQ, publish notice for response, and place this topic on the Commissioners' Agenda.

New Business:

1. Beau Bradley informed the Board that the Twin Bridges Airport no longer has an Airport Manager. He will send a proposal to the Board for Ruby Valley Aviation to take over these duties and ask for confirmation to make a recommendation to the Commissioners.
2. Jani Flinn, Airport Board Secretary, requested permission to purchase a laptop computer and presented a quotation prepared by the Madison County IT Manager. After discussion, Peter Fitzgerald moved to approve the purchase at a price less than \$1500.00. Scott Payne seconded the motion. All voted aye and the motion carried.

With no further business, the meeting was closed at 5:54 p.m.

The next meeting will be held in March, 2018, as the Board typically does not meet during the winter months. Notice will be sent when the meeting is scheduled.