

**Townsend City-County Airport Board Meeting
October 18th, 2023 at 6:00 pm in the Flynn Building**

Board Members Present: Bob Hollister, Rob Bargatze, Seth Wolfgram

Board Members Absent: Adam MacDonald, Jessica Lancello

Commissioner: Darrel Folkvord

Airport Manager: Dwight Thompson

City Rep: Angie Wintrow

Administrative Assistant: Aubra J. Lewis

Guests: Brian Foster (phone), Peter Wolfgram

Bob called the meeting to order at 6:00 pm

Public Comment: None

Discussion of the Minutes: The September minutes were approved with no changes or corrections.

Financials: The Airport Operating Cash totals were as follows:

- Airport Cash \$38,952.82
- CIP Cash \$461,952.43
 - Darrel noted that the money from the FAA for the land acquisition has been received
- Aubra presented the current claims as follows:
 - Rocky Mountain Supply - Fertilizer \$239.50
 - True Value - gloves, misc. \$23.93
 - Townsend Hardware - exterior paint \$200.79
 - Aubra Lewis - printer ink \$26.99
 - Bobert's Tire and Glass - tire tubes \$70.00
- Seth moved to approve payment of the claims. Rob seconded. No discussion. Motion carried.

Lance Bowser RPA Update: Discussion on Predesign Meeting Scheduling. The FAA is increasing their outreach efforts with airports. Lance met with some of the new FAA employees to discuss our project. Shortfalls in funding were discussed at that time. The FAA, Darrel, and one board member will set times to meet and discuss our airport projects.

Airport Lease Agreement Addendum: No update

Hangar Lease Requests: Darrel gave a review of last month's meeting about the lease transfer from John Sindelar to Wade Litton. A portion of John's lease was read to the board to clarify:

Read from item 10 subsection E, "lessee shall not sell, sublease, assign or transfer this agreement or any part of the premises that are the subject of this agreement without the express prior written consent of the lessor (the board) which consent shall not be unreasonably held. Without limitation it shall be reasonable to withhold such consent in light of the conditions existing at the airport at the time of the request for approval in light of all applicable federal, state and local statutes, rules, regulations, ordinances, standards, policies, and notices in affect at that time".

Discussion on assigning or transferring the lease. Since there were questions about the FAA and grandfathering, and in light of the wording on John's lease, Rob made a motion to not continue renewal of that particular lease document. Seth seconded. No discussion. Motion carried. Darrel will take the motion back to the County Attorneys. Wade Litton's lease will stay on the agenda for further review.

Wolfgram Lot discussion: Remeasured the lot with a wheel. Between Folkvord hangar wall to wall and the Ferguson hangar was 140 ft. Plotted out the 4 ft off set for hangar 12. You can fit a 60 X 40 ft with a 10ft space then another 45 X 40 ft for hangar 13, then the 10ft for the Ferguson hangar. There is question about potential of utilities. Discussion about existing lid and its purpose. Discussion of where Northwestern Energy runs.

- Peter Wolfgram – Gave an update on his hangar progress. He is waiting for approval on size 40 X 60 from the board.
- Brian – verifying hangar off sets, confirming 20 ft set back.

Discussion of Montana Building Codes and firewall requirements. Needs to be confirmed before building occurs. Peter contacted a building inspector that didn't have any information about firewalls, it will be determined when you submit your plans to the state.

- Information was shared about residential aircraft hangars shall be no greater than 2000 feet and 20 ft in building height and regulation 102-1 states all buildings should have address identifications.
- Rob made a motion to approve the 60 X 40 Wolfgram hangar as requested. Bob seconded. Motion carried. Seth abstained. Rob noted that we did not have a quorum due to Seth abstaining.
- Darrel suggested scheduling a Special Meeting next week, putting Brian and Seth on the agenda. Aubra will contact Adam and set a Special Meeting.
- Rob retracted the Wolfgram motion. Bob seconded.
- Brian's hangar was not listed on the agenda. It will be added to the Special Meeting agenda. Update from Brian on his 44 X 40 hangar.

Airport Directory: Dwight reported that for Directory purposes, we can add the grass as an "alternative turf landing area" for the 8u8 airport, and the 8u9 can be classified as a landing threshold.

- Seth made a motion to update the Directory per Dwight's request. Rob seconded. Motion carried. No discussion.

Airport Manager Update:

- The airport has been mowed
- Tire repair on mower
- Tree at 8u9 across the county road was trimmed. It was 3 ft too high
- Sprinkler system has been blown out
 - Seth is working to get the system running smoothly.
- The grass is coming in on the grass runway.
 - Adam will bring a spreader.
- Boy Scouts finished the 8u9 painting.
- Civil Air Patrol picked rocks at 8u9.
- MT Army National Guard Aviation would like to come to the November meeting to discuss the Limestone Hills.
- MT Association Airport Managers is next week on the 24th and 25th in Helena

- FAA will have times the day before and after to visit with board members. Rob would be interested in participating
- Montana Pilots Association is looking in to a program called Stuck and Stay that Idaho is currently using for pilots that get stuck in inclement weather.
 - Dwight volunteered to pilot this new program in its infancy stage.
- Got the fuel amounts and will give them to Adam
- There was a request by an airport resident for an access from the county road to the taxi way between Ferguson and Chris Fuher to decrease travel. The resident was not present to comment.

Discussion of fuel price change: Mastercard reader statement is now coming to the Airport. Darrel requested that Aubra give a copy to Melissa at the county.

- Fuel prices are now at \$4.648/gal.
- It was decided to keep the fuel price the same.

New Business:

- It was noted that there are six lease payments that are outstanding. The statements were sent out in July. Darrel, Aubra, and Jania will draft a reminder letter.
- Discussion/clarification on Special Meeting time

Bob made a motion to adjourn. Seth seconded. No discussion. Motion carried.

Adjourn: 7:06 PM

Voting Members of the Airport Board: Adam MacDonald (Chair) Bob Hollister, Robert Bargatze, Seth Wolfgram, Jessica Lancello; Non-Voting: Commissioner Darrel Folkvord; City Rep: Angie Wintrow

Approved By:

Chair: _____ Date _____
Adam MacDonald

Administrative Assistant _____ Date _____
Aubra J. Lewis