



Townsend City-County Airport Board Meeting January 17th at 6:00 pm in the Flynn Building

Board Members Present: Bob Hollister, Rob Bargatze (phone) Adam MacDonald

Board Members Absent: Seth Wolfgram, Jessica Lancello

Commissioner: Darrel Folkvord

Airport Manager: Dwight Thompson

Administrative Assistant: Aubra J. Lewis

Guests: Steve Visocan

Adam called the meeting to order at 6:00 pm

Public Comment: None

Discussion of the Minutes: Bob made a motion to approve the December 20th minutes with the correction to the spelling of tarmac. Rob seconded. No discussion. Minutes were approved unanimously.

Election of Officers/Approval of Letters of Interest: Adam gave a clarification of how officers are elected, and their terms.

- Bob made a motion to appoint Rob Bargatze to the Airport Board in order to have a quorum. Adam seconded. No discussion. Motion passed unanimously.
- Bob made a motion to approve Rob Bargatze to a 3-year term. Rob's letter was read to the board. Adam seconded. Discussion: Rob is a valuable member, and we are lucky to have him. Motion carried unanimously.
- Nominations were open for the office of chairman. Rob nominated Adam MacDonald for chairman for a 1-year term to the Airport Board. Bob seconded. No further nominations. Nominations were closed. No discussion. Motion carried unanimously.
- Nominations were open for the office of Vice Chairman. Rob nominated Bob Hollister to serve as Vice Chairman to the Airport Board for a 1-year term. No further nominations. Adam seconded. No discussion. Motion carried unanimously.

Annual Consumer Price Index Review for Hangar Leases: Discussion on current Consumer Price Index from the US Bureau Department of Labor and Industry West Region from the lease agreement. The 2023 average is 4.3%. Our current lease price is 0.115/square foot (\$11.5 cents/square foot). This would raise the lease agreement to \$0.119945/square foot. After discussion, it was decided to round up to \$0.12/square foot.

- Rob made a motion to change the current \$0.115/square foot rate to \$0.12/square foot rate for this coming year. Bob seconded. Discussion and clarification about this being the same rate for both airports. Clarification was made that this motion was for the Townsend 8U8 Airport. We will need additional information for the Canyon Ferry Airport and will discuss at

the next meeting. Commissioner Folkvord clarified that this motion won't take affect until July 1st as the rental agreement year goes from July 1 to June 30th.

- The motion was amended by Rob to raise the rate to \$0.12/square foot for the coming year only for the Townsend County Airport. Bob seconded. No discussion. Motion carries for Townsend. Canyon Ferry will be moved to next month's discussion.

Airport By-Laws Changes: The City has given us the intent to terminate our Airport Agreement. This discussion also includes the City Quit Claim Deed, Realty Transfer Certificate, and County Resolution for Land Transfer. We are waiting for them to execute those, before we make the changes to the by-laws. These will be discussed at the next meeting.

Airport Vault Bathroom: The amount for the vault bathroom for Canyon Ferry bid is \$3,850.00 from Mike Delger. The other bid was \$7,094. He would like help stripping off the roof and the siding. Discussion about cleaning up the vault. Kerplunk was able to clean this up. Discussion on how much is in the account. Currently there is \$26,109.37 in the cash account and \$471,080.60 in the CIP account.

- Bob made a motion to allocate \$4,000 to reconstruction/rebuild of the vault toilet at the 8U9 Canyon Ferry Airport. Rob seconded. Discussion of how bad of shape it is in. New seats have been put in, and it has been cleaned. Motion carried unanimously.

Hangar Lease Requests/Discussion: Jeremy Metz is wanting to build. He will be sent the lease agreement and hangar check sheet.

Airport Manager Update:

- Dwight attended the Aeronautics discussion today. Lance did a wonderful job. Dwight shared a loan request list for the other airports.
- January 4th, we received 6,507 gallons of aviation fuel
- Electric motor does not run. They are not charging us to download the fuel off their PTO.
 - When it warms up, an electrician should take a look at it
 - Fuel master – rate change discussion on getting it changed. We are no longer in a contract with them. Our system is very old and the software is not communicating. We need a quote get a new one. Maybe look at the Aviation Conference for vendors that we could get quotes from or ask City Service. We could also talk to Lance for some direction.
 - The fuel driver informed us we can get a 4,000-gallon load. It is whatever they have available for splitting. Current fuel as of January 4th 10,129 gallons, added 6,507, charged us \$4.547. We are lowering the price to \$5.34. From the last reading, we used 29.4 gal/day. Fuel needs to be changed to \$5.34/gallon on websites.
 - Airport Directory says we offer minor and major repair. Did add the turf runway.

Financials: The current claims were presented as follows:

- Bill for the fuel was already paid automatically - \$29,311.98
 - Bob made a motion to approve the bill for the fuel to City Services for 6,500 gallons. Rob seconded. No discussion. Motion carried unanimously.
- Money in the accounts was previously stated.

Discussion of fuel price change: From previous discussion, the fuel price will be changed on the websites for pilots to \$5.34

Lance Bowser RPA Update: Dwight called Lance, and said he will update us later, as he was currently in meetings.

New Business: None

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

After adjournment, Steve Visocan shared his background in accounting and finances. Dwight mentioned Century Construction is out on bids until next year. Finding a construction company, will be a challenge.

Adjourn: 6:50 PM

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

Approved By:

Chair: _____ Date _____
Adam MacDonald

Administrative Assistant _____ Date _____
Aubra J. Lewis