

**Townsend City-County Airport Board Meeting
May 18th, 2022 at 7 p.m. in the Flynn Building**

Board Members Present: Adam MacDonald, Bob Hollister, Jessica Lancello
Commissioner: Darrel Folkvord
Admin Assistant: Jessie Underwood

Adam called the meeting to order at 7:05 pm.

Bob motioned to accept the minutes from April 20th, 2022 as written. Jessica seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained.

Fuel Price Change: Adam was able to purchase a 10,000-gallon load of fuel at \$5.75 per gallon wholesale. The current retail price is set at \$5.82. The Board would like to raise the retail price to match the needed cost for operation and profit. Bob proposed \$6.60/gallon and Jessica proposed \$6.89, which is halfway between \$6.60 and \$7.18. Bob decided that the price should be \$6.89 also. Bob motioned to set the retail price for fuel at \$6.89. Jessica seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained. Jessie will change the price out at the airport and call Melissa to change the price electronically. Bob motioned for the Board to grant Adam and/or Chairman the authority to change the retail price of the fuel to the current rate without Board approval beforehand. Jessica seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained.

Financial: At this time, there is \$67,723 in the Airport cash account. There is one claim for the purchase of the fuel for \$57,548.41. Bob motioned to approve the claim payment. Jessica seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained.

Car Port: The courtesy car carport will be discussed at a later meeting.

Approving Appraisal Quote for Land Acquisition: The appraisal service will cost \$8,500.00, performed by Hall-Widdos & Co, and the review appraisal will be \$4,250.00, performed by Joki & Associates. The total summary cost for engineering services and appraisals comes out to be \$20,540.00. Bob motions to approve the appraisal quote, pending the feedback from Lance Bowser that this wont affect the coming runway project. Jessica seconded this motion. The commission and the city council will also need to approve the quote and payment. Motion passed with 3 votes in favor, 0 against and 0 abstained.

Weather cameras: Bob called to find out the grant process for acquiring the weather cameras. Turns out, Montana Aeronautics determined that they would cover/pay half of the cost of the cameras. Bob will meet with the installers to find the best place to put the cameras.

Caretaker/Manager Position: Jessie requested the Board review the description for any edits. Jessica motioned to set the max hours for the caretaker/manager position to be up to 10 hours per week. Bob seconded this motion. Upon further discussion, Jessica retracted her motion. Jessica motioned to set the hours and wages for the caretaker/manager to offer up to 20 hours per pay period at \$16.92 per hour. Bob seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained.

Air Density signs and footage markers: The Montana Pilots Association proposed to Bob their desire to install air density signs and footage markers at Canyon Ferry Airport. The Board had no problem with MPA installing the signs and markers.

RPZ Issue: All of the signed zoning documents have been found and are in good order. Lance Bowser from RPA stated that there is a survey crew heading out to survey the RPZ to see if the residential buildings are within the RPZ. The issue will be updated at a later date.

Darrel stated that Northwestern Energy would like to replace some power poles leading up to the Spokane Beacon. He gave them the go-ahead to proceed. Mike Rogan has finished building the beacon and it is ready for installation.

Bob would like to get a trailer for airport use to transport the mower from Townsend Airport to Canyon Ferry Airport and back. Bob will look into what is available and price ranges.

Adam wanted to bring to the attention of the Board the need to roll both airports. Darrel will see if the County can head out to both airports to roll the sod runways.

Bob stated that the Canyon Ferry Airport vault toilet needs maintenance. Levi from Kerplunk Septic stated that the Townsend Airport Pilots Lounge septic looked fine and did not need to be pumped. Levi stated that he last pumped it 6 years ago.

Bob motioned to adjourn. Jessica seconded this motion. No Discussion. Motion passed with 3 votes in favor, 0 against and 0 abstained.

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

Approved By:

Chair: _____ Date _____

Admin Assist: _____ Date _____