

**HELENA REGIONAL AIRPORT AUTHORITY
MEETING MINUTES
NOVEMBER 20, 2018**

MEETING

In Attendance:

Jon Moe, Chair
Liz Bangerter, Vice Chair
Dave Simkins, Secretary
Rick Hays, Commissioner
Mike Muscarelli, Commissioner
Mike Murray, Commissioner
Tom McGree, Commissioner
Jeff Wadekamper, Airport Director

Others Attending:

Greg Gould, Luxan & Murfitt, PLLP
Connie Lundin, Financial Officer
Ross Marty, Assistant Airport Director
Pete Hartman, Administration Assistant
Tim Orthmeyer, MMI
Carolan Bunegar, HCC Representative

Chairman Moe opened the meeting and extended a welcome to newly appointed Airport Commissioner Mike Muscarelli. Commissioner Muscarelli commented that he has always been impressed with the Airport and the Airport Board and is excited to be on the Board.

MINUTES

MOTION was made by Murray, seconded by Hays, to approve the Minutes of the October 16, 2018 Airport Authority Meeting. The motion carried unanimously.

PUBLIC COMMENT PERIOD

None

AIRPORT IMPROVEMENT PROGRAM

Consider AIP - 51 Claims:

Schedule 1:

| | |
|---|---------------------|
| Morrison Maierle - Construction Management | \$44,886.74 |
| Dick Anderson Construction – Schedule 1. (Eligible) | \$356,394.04 |
| State of MT. 1% Tax (Schedule 1 – Eligible) | \$3,599.93 |
| Total – Schedule 1 | \$404,880.71 |

Schedule - 2:

| | |
|---|-------------------|
| Dick Anderson Construction - Schedule 2 | \$4,413.11 |
| State of MT. 1% Tax (Schedule 2 – Non-eligible) | \$44.13 |
| Total – Schedule 2 | \$4,457.24 |

Total AIP-51 Claims: **\$409,337.95**

MOTION was made by McGree and seconded by Murray to approve AIP claims in the amount of **\$409,337.95**.

The motion carried unanimously.

Terminal Expansion Project

Director Wadkamper and Tim Orthmeyer both advised the Board that the construction project is coming along smoothly and close to being on schedule. Orthmeyer explained that the project got off to a slow start, but due to the weather being good, construction has caught up to the planned schedule.

AIRPORT AUTHORITY ISSUES

Consider Parking Lot Expansion Project Claims:

| | |
|---|-------------------|
| Morrison Maierle (Construction Management, Engineering) | \$10,650.00 |
| Helena Sand and Gravel (Construction) | \$159,595.33 |
| <u>State of Montana 1% Tax</u> | <u>\$1,612.07</u> |
| Total Claims: | \$171,857.40 |

MOTION was made by Murray and seconded by Hays to Approve the Claims for Parking Lot Expansion Project Claims totaling **\$171,857.40**

The motion carried unanimously.

Commissioner Hays requested that due to the parking lot lights not being installed, we set up our portable lights to light up the area.

Consider Responses to RFP to Financing Package for the Remodel of Airport Owned Building Leased to GSA

Director Wadekamper discussed the scoring of the 6 respondents to the RFP and stated that First Community Bank of Helena was the recommendation for award.

MOTION was made by McGree and seconded by Bangerter to accept the RFP from the First Community Bank.

The motion carried unanimously.

LEASES

Consider Five Year Renewal of Non-Commercial Hanger Lease with Doyle Davis

MOTION was made by Murray and seconded by Simkins to Approve the Five Year Renewal of Non-Commercial Hanger Lease with Doyle Davis.

The motion carried unanimously.

CONSENT AGENDA

MOTION was made by Bangerter and seconded by Simkins, to approve the Income & Expense Reports and the Past Due Reports as presented.

The motion carried unanimously.

