

**HELENA REGIONAL AIRPORT AUTHORITY  
BOARD MEETING MINUTES**

**LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2<sup>ND</sup> FLOOR, BOARD ROOM  
NOVEMBER 19, 2024, CALLED TO ORDER AT 11:36 A.M.**

**MEETING**

In Attendance:

Debbie Havens, Chair  
Bob Heberly, Vice Chair  
Jim Enyeart, Secretary  
Jason Davis, Commissioner  
Troy McGee, Commissioner  
Jim McCormick, Commissioner  
Jeff Wadekamper, Airport Director

Attending Via Zoom:

Kendra Lenhardt, Commissioner

Others Attending:

Cory Kesler, Morrison Maierle Engineers  
Greg Gould, Jackson, Murdo & Grant, P.C.  
Mike Talia, Jackson, Murdo & Grant, P.C.  
Ross Marty, Assistant Airport Director  
Connie Lundin, Financial Manager  
Amber Huggett, Office Manager

**PUBLIC COMMENT PERIOD**

None received.

**MINUTES**

**MOTION** was made by Commissioner Davis, seconded by Secretary Enyeart to approve the Meeting Minutes from the October 15, 2024, Airport Authority Meeting.

The motion carried unanimously.

**MOTION** was made by Commissioner McCormick, seconded by Secretary Heberly to approve the Minutes from the October 22, 2024, Airport Authority Special Meeting.

The motion carried unanimously.

**LEASES**

Consider a Request For a Commercial 70 X 100 Hangar Ground Lease with Kevin Danz – Kevin Danz has provided us with an application proposing to construct a 70 X 100 commercial hangar. The reason he is applying for a commercial lease is the fact that he owns and operates IFlyBigSky,

which is an FAA Part 107 licensed commercial drone business that Kevin operates. His drones are smaller and do not require using the airport to launch them, but he also has a Velocity experimental aircraft that he flies for his business and pleasure, and he would like to keep the plane in the hangar and have a restroom, pilot's lounge, and office for his commercial drone business. He also has interest in renting the additional space in his hangar through a VRBO type arrangement where transient aircraft operators could rent the hangar to store their plane.

This is the last available lot in the existing hangar area. Until we get the next taxi lane and water line completed and the City/County line re-established through a City annexation process this winter, we will not have any other new hangar sites to lease.

**MOTION** was made by Vice Chair Heberly, seconded by Commissioner Davis to Approve a Commercial 70 X 100 Hangar Ground Lease with Kevin Danz with Clarification of Airport Rules and Regulations to all Potential Tenants.  
The motion carried unanimously.

### **AIP PROJECTS**

AIP-62 (Terminal HVAC, Roof, Sewer Improvements) – CWG Architects has submitted a claim for work associated with the terminal HVAC, roof, and sewer upgrade project in the amount of \$4,533.03. They have been working on the design of the sewer system upgrade that was approved a few months ago, and we expect to see a cost estimate by the December meeting.

AIP-62 Claims:

CWG Architects	\$4,533.03
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**MOTION** was made by Commissioner McGee, seconded by Commissioner Davis to Approve AIP-62 Claims in the Amount of **\$4,533.03**.  
The motion carried unanimously.

AIP – 68 Airport Master Plan – Morrison Maierle has submitted a progress payment claim for ongoing work associated with the Airport Master Plan. Mike Carlson is currently working on the Alternatives and the Land Use chapters of the plan. On November 7 we held a meeting with the planning staff and others from the City of Helena, Lewis and Clark County, and East Helena to discuss the Land Use chapter. It was a very productive meeting, and all of the entities involved had great interest in what we are doing. It was a good opportunity for us all to coordinate the planning efforts that all of the local governing bodies have occurring simultaneously. There are a few aviation – related planning elements that are helpful for those neighboring entities to be aware of as well. These include noise influence areas, airspace penetrations and the FAA's process for review, aviation easements, etc.....

AIP – 68 (Airport Master Plan Update) Claims:

Morrison Maierle (Planning)	\$20,040.00
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**MOTION** was made by Secretary Enyeart, seconded by Commissioner Davis to

Approve AIP-68 Claims in the Amount of **\$20,040.00**.

The motion carried unanimously.

AIP-71 (Hangar Area Taxi Lane, Utilities, ARFF and Snow removal Equipment) –Morrison Maierle has submitted a claim for their ongoing work associated with the various projects included in AIP-71. The ARFF equipment is ordered, and they are working with us on development of the snow removal equipment specs so that can soon be advertised. The hangar area taxi lane and utilities are bid and awarded as you may recall, but construction will not commence until next summer.

AIP – 71 (Hangar Taxi Lane, Utilities, ARFF Equipment, Snow Removal Equipment) Claims:

Morrison Maierle (Design, Bidding, Basic Services)	\$5,603.00
<b>TOTALS</b>	<b>\$5,603.00</b>

**MOTION** was made by Commissioner Davis, seconded by Commissioner McCormick to Approve AIP-71 Claims in the Amount of **\$5,603.00**.

The motion carried unanimously.

Consider Options Regarding Use of FAA Build Funds / Land Acquisition Update –Mike Casey, Cory, Mike Carlson, Ross, and I met this week to discuss if we think there are any options left to pursue on this land. The FAA funding we had planned to use for this land purchase is a 3-year culmination of the annual distribution of the BUILD Funds (Infrastructure Bill) that is being allocated over 5 years. We have spent the first 2 years of funds on other projects as we determined early on, but the last 3 years have been designated to, and approved by the FAA, for use on the land acquisition. Here are the next options for us to consider:

OPTION 1 – ONE LAST ATTEMPT AT NEGOTIATION WITH THE BOMPARTS

OPTION 2 – CONSIDER OTHER NEARBY ELIGIBLE LAND

OPTION 3 – RE-DESIGNATE FUNDS TO OTHER FAA-APPROVED PROJECTS

**MOTION** was made by Commissioner McGee, seconded by Commissioner Heberly to Approve the Recommendation Regarding Use of FAA Build Funds and make one more offer to the Bomparts to purchase the property.

The motion carried unanimously.

### **AIRPORT AUTHORITY ISSUES**

Consider Pay Request #4 from Golden Eagle Construction in the Amount of **\$83,410.00** for Construction of the FAA Airport’s Office Leased Space – Golden Eagle Construction has received the doors and frames that were on order since the project was awarded and they are making substantial progress. Jeff recommends approval of the claim submitted by Golden Eagle Construction.

**MOTION** was made by Commissioner Heberly, seconded by Secretary Enyeart to Approve a Pay Request #4 from Golden Eagle Construction in the Amount of

**\$83,410.00** for Construction of the FAA Airport's Office Leased Space.  
The motion carried unanimously.

Consider a Declaration Stating an 8,800 Square Foot Hangar and Associated Out Buildings Owned by the Helena Regional Airport Authority Located at 3302 Airport Road is Excess to the Airport's Needs and to Advertise it For Sale Following the Airport's Rules for Disposal of Property – Jeff outlined that the Airport Authority Rules require placing any disposal of property at this value on a public meeting agenda to officially declare it excess to the airport's needs to authorize a sale under the policy and procedures for selling airport property. To clarify, the "property" we are proposing to sell is not the land, but the buildings and associated improvements. A new owner would be required to enter into an aviation ground lease similar to any other private hangar owner. A new owner/lessee would also be required to abide by all of the rules and operate the hangar primarily for aviation uses and this facility could not be allocated to a non-aeronautical use given its location and the fact that we do not have approval from the FAA for nonaeronautical uses at this particular location.

Jeff recommended declaring the hangar and associated outbuildings and improvements located at 3302 Airport Road as excess to the airports' needs and to advertise the facility for sale to the highest bidder, following the Authority's rules for disposal of property.

**MOTION** was made by Secretary Enyeart, seconded by Commissioner McCormick to Approve a Declaration Stating an 8,800 Square Foot Hangar and Associated Out Buildings Owned by the Helena Regional Airport Authority Located at 3302 Airport Road is Excess to the Airport's Needs and to Advertise it For Sale Following the Airport's Rules for Disposal of Property.  
The motion carried unanimously.

#### **CONSENT AGENDA**

**MOTION** was made by Commissioner McGee, seconded by Vice Chair Heberly to Approve the Consent Agenda with clarification on the percentage error.  
The motion carried unanimously.

#### **DIRECTOR'S COMMENTS**

#### **MEETING ADJOURNED AT 12:53 P.M.**

#### **REPORTS PRESENTED FOR REVIEW:**

Director's Report and Board Report – Jeff Wadekamper  
Assistant Director's Report – Ross Marty  
Fiscal YTD Financials – Connie Lundin  
FAA Funded Airport Improvement Project Report – Cory Kesler

/s/ Debbie Havens  
Debbie Havens, Chair

ATTEST:

/s/ [Signature]  
Jim Enyeart, Secretary

(SEAL)