

HELENA REGIONAL AIRPORT AUTHORITY

BOARD MEETING MINUTES

**LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2ND FLOOR, BOARD ROOM
DECEMBER 18, 2024, CALLED TO ORDER AT 11:34 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.
Ross Marty, Assistant Airport Director
Connie Lundin, Financial Manager
Amber Huggett, Office Manager

Excused:

Mike Talia, Jackson, Murdo & Grant, P.C.

PUBLIC COMMENT PERIOD

None received.

MINUTES

MOTION was made by Commissioner Davis, seconded by Commissioner McCormick to approve the Minutes from the November 19, 2024, Airport Authority Meeting.
The motion carried unanimously.

AIP PROJECTS

Consider AIP-62 Change Order #5 with Dick Anderson Construction for Terminal Sewer System Improvements in the Amount of \$107,782.00 – Dick Anderson Construction has submitted a proposal regarding the upgraded sewer system for a portion of the terminal. The project involves

installing a 2-unit combination forced main grinder pump and piping to route the sewer to the main sewer outlet located in the middle of the terminal basement.

Jeff recommended approving the proposal because it is the best option we have over the long term to mitigate this ongoing challenge. In the meantime, we have been bringing in a water jet company to flush the line out every other month to help mitigate any clogs until this system is installed. Kory Kennaugh from CWG Architects and Tim Tholt with Dick Anderson Construction are here to answer any questions about this proposed improvement.

MOTION was made by Commissioner Davis, seconded by Secretary Enyeart to Approve AIP-62 Change Order #5 with Dick Anderson Construction for Sewer System Improvements in the Amount of **\$107,782.00**.
Vice Chair Heberly recused himself from the motion.
The motion carried unanimously.

AIP-62 – Terminal Improvements – CWG Architects has submitted a claim for ongoing work they have completed to facilitate the terminal improvements, including the most recent sewer system upgrades that are also on our agenda this month as a change order. Jeff recommended approval of the claim with CWG Architects.

AIP-62 (Terminal Improvements) Claim:
CWG Architects

\$6,776.25

MOTION was made by Secretary Enyeart, seconded by Commissioner McCormick to Approve AIP-62 Claim in the Amount of **\$6,776.25**.
Vice Chair Heberly recused himself from the motion.
The motion carried unanimously.

AIP – 71 (ARFF Equipment Replacement) – L.N. Curtis has submitted a claim for a portion of the Aircraft Rescue Fire Fighting (ARFF) equipment that was awarded to them earlier this year. We have received some of the equipment and they have recently shipped additional items which we expect to see soon. Mike Anderson from our staff along with Cory are keeping track of the equipment as it comes in and inspecting it to ensure it meets the bid requirements. We recommend approval of this claim as submitted.

AIP – 71 (ARFF Equipment) Claims:
L.N. Curtis (ARFF Equipment)

\$125,771.07

MOTION was made by Vice Chair Heberly, seconded by Commissioner Davis to Approve AIP-71 Claims in the Amount of **\$125,771.07**.
The motion carried unanimously.

AIRPORT AUTHORITY ISSUES

Consider Pay Request #5 from Golden Eagle Construction in the Amount of \$53,010.00 for Construction of the FAA Airport's Office Leased Space – Jeff recommends approval of the claim submitted by Golden Eagle Construction and said they have been making great progress.

MOTION was made by Secretary Enyeart, seconded by Vice Chair Heberly to Approve Pay Request #5 from Golden Eagle Construction in the Amount of **\$53,010.00** for Construction of the FAA Airport's Office Leased Space.
The motion carried unanimously.

Consider Airport Capital Reserve Investment Account Options – Jeff outlined that we had been investing our capital reserve account funds through Opportunity Bank as we selected them to handle our investment account a couple of years back following a competitive process. They had utilized a partner investment firm to manage the funds out of Bozeman and we had the funds split into two CD's: one at 12 months and another at 6 months, with renewals at the end of each term. Those have expired and currently we are just getting interest payments. Opportunity Bank has provided us with some options. When we set up the investment account, it was done with the intent that the Board would review the options and approve the investment selected, so that is the reason for this being on the agenda. As seen in the packets, three options were provided to us. After reviewing the options Jeff recommended Option 3, mostly due to the fact they are 100% FDIC insured. While the rates of return may be higher on the other options, we need to have all of the funds 100% FDIC insured as having the funds exposed with no insurance is risky given the type or entity the Airport Authority is, and the fact that we are supposed to not engage in anything that has a higher level of risk.

MOTION was made by Commissioner McGee, seconded by Commissioner McCormick to Approve Authorization for Investment of Airport Capital Reserve Account Funds.
The motion carried unanimously.

CONSENT AGENDA

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

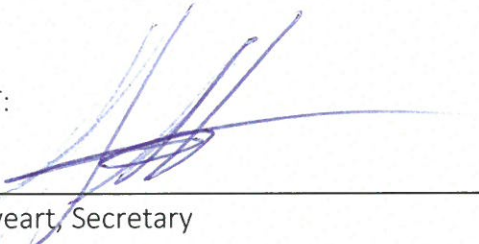
DIRECTOR'S COMMENTS

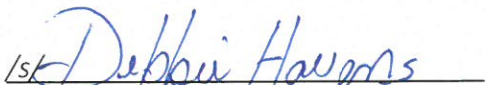
MEETING ADJOURNED AT 12:31 P.M.

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

ATTEST:


/s/ _____
Jim Enyeart, Secretary


/s/ _____
Debbie Havens, Chair

(SEAL)