

**HELENA REGIONAL AIRPORT AUTHORITY**

**BOARD MEETING MINUTES**

**LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2<sup>ND</sup> FLOOR, BOARD ROOM**

**APRIL 15, 2025, CALLED TO ORDER AT 11:41 A.M.**

**MEETING**

In Attendance:

Debbie Havens, Chair  
Jim Enyeart, Secretary  
Jason Davis, Commissioner  
Troy McGee, Commissioner  
Kendra Lenhardt, Commissioner  
Jim McCormick, Commissioner  
Jeff Wadekamper, Airport Director

Others Attending:

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

Excused:

Bob Heberly, Vice Chair

**PUBLIC COMMENT PERIOD**

→ No public comments were received

**MINUTES**

**MOTION** was made by Commissioner Lenhardt, seconded by Secretary Enyeart to approve the Minutes from March 18, 2025, Airport Authority Meeting.  
The motion carried unanimously.

**AIP PROJECTS**

→ **AIP-62 – Terminal Improvements**

DAC has completed installation of the new sewage grinder pump piping. Final pump installation is pending, after which the project is expected to be completed. No claims were submitted this month; claims are anticipated next month following completion.

→ **AIP-68 – Airport Master Plan Update**

No new claims submitted this month. Stakeholder meetings are scheduled for April 29–30 with tenants to discuss future development alternatives. A separate meeting with general aviation hangar owners will follow. After alternatives are finalized, a public open

house will be held. The FAA has approved the Forecast Chapter for incorporation into the final document.

→ **AIP-70 – Liquid Runway Deicing Truck**

The deicing truck delivered did not meet FAA specifications, as it was not all-wheel drive. MB Companies acknowledged the error and will return the truck for replacement. A compliant all-wheel drive unit is expected before the next winter season.

→ **AIP-71 – New Hangar Area Improvements**

Montana Materials (formerly Helena Sand & Gravel) has staged new water main piping onsite. Construction is scheduled to begin in late June, involving taxiway preparation and City water main connection. The project was funded through FY2024 FAA funds but delayed due to late season grant issuance.

→ **AIP-72 – Security Access Control System Replacement**

The project is currently out for bid. A well-attended pre-bid meeting was held April 4, including a site tour and Q&A session. Bidding closes on April 17. A recommendation for the contract award is expected at the May 20 Board meeting. A project map and phased implementation schedule will be presented then.

## **AIRPORT AUTHORITY ISSUES**

### **Consideration of Surplus Equipment Declaration and Disposal**

→ **Item #1 – Old Jet Bridge:**

Following the 2018–2020 terminal expansion, the obsolete jet bridge was retained temporarily but is no longer serviceable or in demand. Limited salvageable parts may be retained, after which the unit will be hauled to Pacific Steel and Recycling. Board approval is required to declare the equipment surplus and proceed with disposal.

→ **Item #2 – Old Terminal Furniture:**

Approximately 200 chairs (3- and 4-seat units) from the pre-2020 terminal layout are available. Despite outreach to other airports, there is no interest. The recommendation is to offer chairs via social media, potentially to local shelters or nonprofits.

**MOTION** was made by Commissioner McGee, seconded by Commissioner McCormick, to Approve a Declaration of Surplus Equipment to be Disposed of in Accordance with Rules for Disposal.

## **ASSISTANT DIRECTOR'S REPORT**

### **CONSENT AGENDA**

**MOTION** was made by Commissioner McGee, seconded by Secretary Enyeart, to Approve the Consent Agenda.

The motion carried unanimously.

## **DIRECTOR'S COMMENTS**

**MEETING ADJOURNED AT 12:49 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  
Debbie Havens, Chair

(SEAL)