

**HELENA REGIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

*LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2ND FLOOR, BOARD ROOM
MAY 20, 2025, CALLED TO ORDER AT 11:38 A.M.*

MEETING

In Attendance:

Debbie Havens, Chair
Bob Heberly, Vice Chair
Jim Enyeart, Secretary
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.
Connie Lundin, Financial Manager
Amber Huggett, Office Manager

Excused:

Jason Davis, Commissioner
Ross Marty, Assistant Airport Director

PUBLIC COMMENT PERIOD

→ No public comments were received

MINUTES

MOTION was made by Secretary Enyeart, **seconded** by Commissioner Lenhardt to approve the Minutes from April 15, 2025, Airport Authority Meeting.

Motion carried unanimously.

MOTION was made by Secretary Enyeart, **seconded** by Commissioner Lenhardt to approve the Minutes from May 6, 2025, Fiscal Year 2026 Airport Budget Work Session.

Motion carried unanimously.

AIP PROJECTS

AIP – 62 (Terminal Improvements – Sewer Pump / Grinder Upgrade)

→ Project installation and testing completed by Dick Anderson Construction. Verified by Morrison Maierle and CWG Architects. Operations cutover was seamless. Staff training

complete.

AIP – 62 Claims:

Dick Anderson Construction	\$93,832.50
State of Montana 1% Tax	\$ 947.80
<hr/>	
TOTAL CLAIM	\$94,780.30

MOTION was made by Commissioner McGee, **seconded** by Secretary Enyeart to Approve AIP-62 Project Claims in the Amount of \$94,780.30.

Vice Chair Heberly abstained.

Motion carried unanimously.

AIP – 68 Airport Master Plan:

Morrison Maierle Claim	\$69,646.50
------------------------	-------------

MOTION was made by Vice Chair Heberly, **seconded** by Commissioner Enyeart to Approve AIP-68 Airport Master Plan Claim in the Amount of \$69,646.50.

Motion carried unanimously.

AIP – 74 Access Control System Replacement

- Two bids were received. Cascade Electric’s bid is deemed non-responsive. Lantek, LLC’s bid recommended and accepted.

MOTION was made by Commissioner McGee, **seconded** Vice Chair Heberly to Approve Awarding a Bid for AIP-74 Access Control System Replacement.

Motion carried unanimously.

AIP-74 Snow Removal Equipment Replacement

- One bid received from MB Companies. Meets FAA/local funding and project requirements.

Total Bid: \$1,067,312.09

MOTION was made by Secretary Enyeart, **seconded** by Vice Chair Heberly to Approve a Bid for AIP-74 Snow Removal Equipment Replacement.

Motion carried unanimously.

AIP – 74 Access Control, Snow Removal Equipment Project:

- Robert Peccia & Associates (Independent Fee Estimate) Claims: \$3,500.00
\$3,500.00

MOTION was made by Secretary Enyeart, **seconded** by Vice Chair Heberly to Approve AIP-74 Claims in the Amount of **\$3,500.00**.

Motion carried unanimously.

AIRPORT AUTHORITY ISSUES

FY2026 Airport Budget

→ Final adjustments presented following the May 6 budget session.

MOTION was made by Commissioner Lenhardt, **seconded** by Commissioner McGee to Approve Approval of the FY2026 Airport Authority Budget.
Motion carried unanimously.

Sale of an Excess Airport Owned Hangar - 3302 Airport Road

→ Two bids received. Highest bid by G&G Aviation (Brad Garber) at \$195,000.
Recommended for award.

MOTION was made by Commissioner McGee, **seconded** by Vice Chair Heberly to Award the Sale of an Excess Airport Owned Hangar Located at 3302 Airport Road.
Motion carried unanimously.

Surplus Equipment Declaration

→ Authorization to dispose of abandoned low-value items in accordance with policy.

MOTION was made by Vice Chair Heberly, **seconded** by Secretary Enyeart to Approve Declaring Abandoned Equipment as Surplus and Authorizing the Airport Director to Dispose of Surplus Equipment Within the Airport's Policies for Disposal of Equipment.
Motion carried unanimously.

ASSISTANT DIRECTOR'S REPORT

LEASES

Independence Bank – Amendment to LOI – Addition of One Additional Lot for Analysis:

MOTION was made by Commissioner McGee, **seconded** by Secretary Enyeart to Approve an Amendment to the Letter of Intent Submitted by Independence Bank Regarding Possible Non-Aeronautical Lease Sites.
Motion carried unanimously.

SHHH Hangar Group – Lease Amendment (20% Ownership Transfer from John Heit to Marlin Sander):

MOTION was made by Secretary Enyeart, **seconded** by Vice Chair Heberly to Approve an Amendment to a Non-Commercial General Aviation Hangar Lease with SHHH Hangar Group.
Motion carried unanimously.

KHLN, LLC – Non-Aeronautical Lease (Commercial Development Along Bozeman Avenue):

MOTION was made by Secretary Enyeart, **seconded** by Vice Chair Heberly to Approve a Non-Aeronautical Lease with KHLN LLC to Develop a Commercial Shop Complex Along Bozman Avenue.

Motion carried unanimously.

Cameron Hassler to Homestead Investments – Non-Commercial Hangar Lease Transfer:

MOTION was made by Commissioner McCormick, **seconded** by Secretary Enyeart to **Table** the Transfer of a 60 X 80 Non-Commercial Aviation Hangar Lease from Cameron Hassler to Homestead Investments, LLC until the June Board Meeting.

Motion carried unanimously.

CONSENT AGENDA

MOTION was made by Vice Chair Heberly, **seconded** by Commissioner McGee to Approve the Consent Agenda.

Motion carried unanimously.

DIRECTOR'S COMMENTS

ADJOURNMENT

→ There being no further business, the meeting adjourned at 1:19 P.M.

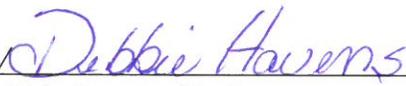
REPORTS PRESENTED FOR REVIEW

- 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)

Minutes prepared by:
Amber Huggett, Office Manager
06/04/2025