

**HELENA REGIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2ND FLOOR, BOARD ROOM
JULY 15, 2025, CALLED TO ORDER AT 11:35 A.M.

MEETING

In Attendance:

Debbie Havens, Chair
Bob Heberly, Vice Chair
Jim Enyeart, Secretary
Jason Davis, Commissioner
Troy McGee, 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

Excused:

Kendra Lenhardt, Commissioner
Jim McCormick, Commissioner

PUBLIC COMMENT PERIOD

→ No public comments were received

MINUTES

MOTION was made by Vice Chair Heberly, **seconded** by Secretary Enyeart to approve the Minutes from June 17, 2025, Airport Authority Meeting.

Motion carried unanimously.

AIP PROJECTS

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

- The project is 100% complete.
- CWG Architects continues to submit partial invoices.
- A final invoice is expected for August to close out the project.

AIP – 62 Claims:

CWG Architects (Sewer System Upgrade)	\$1,761.87
TOTAL CLAIM	\$1,761.87

MOTION was made by Commissioner Davis, **seconded** by Commissioner McGee to

Approve AIP-62 Project Claims in the Amount of \$1,761.87.

Vice Chair Heberly abstained.

Motion carried unanimously.

AIP – 71 (Hangar Area Taxiway and Fire Hydrant Project) –

- ➔ Substantial progress made by Montana Materials.
- ➔ Full-depth excavation, stormwater culverts installed, base gravel placed; paving expected in two weeks.
- ➔ Initial issues with underground utilities and gas line strike have been resolved.
- ➔ Airport staff continues coordination with tenants to maintain access.

AIP – 71 (Hangar Area Taxiway and Fire Hydrant Water Line) Project Claims:

Montana Materials (Construction)	\$257,776.94
State of Montana 1% Withholding Tax	\$ 2,603.81
Morrison Maierle (Engineering, Construction Mgmt.)	\$ 8,994.02
TOTAL CLAIM	\$269,374.77

MOTION was made by Commissioner McGee, **seconded** by Secretary Enyeart to Approve AIP-71 Project Claims in the Amount of **\$269,374.77**

Motion carried unanimously.

AIRPORT AUTHORITY ISSUES

Appoint a Nominating Committee to Recommend a Slate of Authority Officers at the August 19 Meeting for 2025-2026 with Terms Beginning on September 1, 2025 –

- ➔ A nominating committee was established consisting of Chair Havens, Commissioner Lendhardt, and Commissioner McCormick to recommend a slate of officers at the August 19, 2025 meeting.
- ➔ New terms will begin on September 1, 2025.

MOTION was made by Vice Chair Heberly, **seconded** by Commissioner Davis to Approve Appointment of a Nominating Committee Consisting of Chair Havens, Commissioners Lendhardt and McCormick to Recommend a Slate of Authority Officers at the August 19 Meeting for 2025-2026 with Terms Beginning on September 1, 2025.

Motion carried unanimously.

ASSISTANT DIRECTOR’S REPORT - General comments and updates provided by Assistant Director Ross Marty.

LEASES

Consider a Request from Independence Bank for a Discounted Lease Rate Based on Full Term Pre-Payment of a Proposed Non-Aeronautical Ground Lease –

- ➔ Independence Bank proposed a discounted rate for full-term prepayment of a non-aeronautical ground lease.

- Various scenarios were analyzed, with return projections of 13–15 years based on investment rates.
- Staff raised concerns about FAA compliance, economic discrimination contradicting FAA Grant Assurances, and precedent setting.
- Recommendation: Decline request for a discount. Pre-payment of the full term including annua escalations is available, but without a discount.

MOTION was made by Commissioner Davis, **seconded** by Commissioner McGee to Deny a Request from Independence Bank for a Discounted Lease Rate Based on Full Term Pre-Payment of a Proposed Non-Aeronautical Ground Lease.

Motion carried unanimously.

CONSENT AGENDA

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

Motion carried unanimously.

DIRECTOR'S COMMENTS - General comments and updates provided by Director Jeff Wadekamper.

ADJOURNMENT

- There being no further business, the regular meeting adjourned at 1:10 P.M.

9. EXECUTIVE SESSION

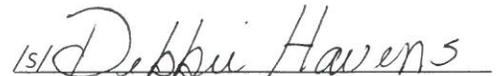
Topic: Annual Airport Director's Performance Evaluation

Chair Havens moved the meeting into Executive Session at 1:10 p.m. and read the following statement:

“At this time, the Commissioners: will consider a matter relating to individual privacy. As the presiding officer of the Authority, and with advice from Airport legal counsel, I (Board Chair) have determined that the demands of individual privacy clearly exceed the merits of public disclosure, and the individual about whom the discussion pertains has not waived their right of individual privacy. Therefore, as permitted in section 2-3-203(3), MCA, we will now close the meeting during this discussion”.

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*


Debbie Havens, Chair

ATTEST:


/s/
Jim Enyeart, Secretary

(SEAL)

Minutes prepared by:
Amber Huggett, Office Manager
08/06/2025