

**HELENA REGIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

*LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2ND FLOOR, BOARD ROOM
AUGUST 19, 2025, CALLED TO ORDER AT 11:31 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
Greg Gould, Jackson, Murdo & Grant, P.C.
Ross Marty, Assistant Airport Director
Connie Lundin, Financial Manager
Amber Huggett, Office Manager

Excused:

Bob Heberly, Vice Chair
Mike Talia, Jackson, Murdo & Grant, P.C.

PUBLIC COMMENT PERIOD

→ No public comments were received.

MINUTES

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Lenhardt to approve the Minutes from July 15, 2025, Airport Authority Meeting.
Motion carried unanimously.

MOTION was made by Commissioner Davis, **seconded** by Secretary Enyeart to approve the Minutes from July 15, 2025, Airport Authority Executive Session Meeting.
Motion carried unanimously.

AIP PROJECTS

AIP-62 – Terminal Roof, HVAC, and Sewer Improvements

- Final project claim submitted for approval.
 - **CWG Architects (Project Management):** \$4,911.80

MOTION was made by Commissioner Davis, **seconded** by Commissioner Lenhardt to Approve AIP-62 Project Claim in the Amount of **\$4,911.80**.

Motion carried unanimously.

AIP-68 – Airport Master Plan Update

- Public open house held on August 4; updates are being added based on attendee feedback.
- Presentation will be shared online and with airport users.
- FAA guidance now recognizes “Legacy Crosswind Runways,” potentially aiding funding eligibility for Runway 17/35.
- Project claim submitted:
 - **Morrison Maierle (Project Management):** \$63,896.22

MOTION was made by Commissioner McGee, **seconded** by Commissioner McCormick to Approve AIP-68 Project Claims in the Amount of **\$63,896.22**.

Motion carried unanimously.

AIP-70 – Liquid Runway Deicer Truck

- Claim submitted to maintain FAA grant activity. Truck delivery anticipated this fall.
 - **Administration (Advertising of Bids):** \$1,464.40

MOTION was made by Commissioner Davis, **seconded** by Commissioner Lenhardt to Approve AIP-70 Project Claims in the Amount of **\$1,464.40**.

Motion carried unanimously.

AIP-71 – Hangar Area Taxiway and Fire Hydrant Project

- Water line installation and taxi lane paving are mostly complete.
- Project claim submitted:
 - **Montana Materials (Construction):** \$482,172.72
 - **State Withholding Tax (1%):** \$4,870.43
 - **Morrison Maierle (Engineering & Management):** \$38,137.62
 - **Total:** \$525,180.77

MOTION was made by Commissioner McCormick, **seconded** by Secretary Enyeart to Approve AIP-71 Project Claims in the Amount of **\$525,180.77**.

Motion carried unanimously.

AIP-72/73 – Land Acquisition

- FAA grant funding has been released; documentation being finalized.

MOTION was made by Commissioner Lenhardt, **seconded** by Commissioner McCormick to Approve Ratifying the Purchase and Sales Agreement Between the Helena Regional Airport Authority and Bonnie J. Bompert Living Trust u/a/d

9/23/2024 (dated December 14, 2024) and authorizing Airport Director Wadekamper to execute closing documents on behalf of the Helena Regional Airport Authority.

Motion carried unanimously.

AIP – 72, 73 (Land Acquisition)

Project claim submitted:

- **Morrison Maierle (Administrative):** \$13,843.00

MOTION was made by Commissioner Lenhardt, **seconded** by Commissioner McCormick to Approve AIP-72, 73 Claims in the Amount of **\$13,843.00**.

Motion carried unanimously.

AIP-74 – Security Access Control System Upgrade

- Preconstruction meeting was held on August 14. Coordination and planning are underway.
- Project claim submitted:
 - **Morrison Maierle (Engineering):** \$92,102.88

MOTION was made by Commissioner Davis, **seconded** by Secretary Enyeart to Approve AIP – 74 Security Access Control Upgrade Project Claims in the Amount of **\$92,102.88**.

Motion carried unanimously.

AIP-75 – Snow Removal Equipment (Broom/Blower Chassis)

- Equipment is currently in production queue.
- Engineering claim submitted:
 - **Morrison Maierle (Engineering):** \$32,000.00

MOTION was made by Commissioner Lenhardt, **seconded** by Commissioner McCormick to Approve AIP – 75 Snow Removal Equipment – Broom/Blower Chassis Acquisition Project Claim in the Amount of \$32,000.00.

Motion carried unanimously.

AIRPORT AUTHORITY ISSUES

Election of Authority Officers (2025–2026 Term)

- Nominating Committee (Chair Havens, Commissioners Lenhardt & McCormick) recommended:
 - Chair – Bob Heberly
 - Vice Chair – Troy McGee
 - Secretary – Jason Davis

MOTION was made by Commissioner McCormick, **seconded** by Secretary Enyeart to Approve Appointment of a Slate of Authority Officers 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

Hangar Lease Transfer – Wikle to Schwarzenberg

- Request to transfer lease at 3068 Airport Road. All regulations followed.

MOTION was made by Commissioner Davis, **seconded** by Secretary Enyeart to Approve Transfer of a Non-Commercial Hangar Lease from Eric Wikle to Johannes Schwarzenberg.

Motion carried unanimously.

Ground Lease – Montana Board of Investment (1.75 Acres)

- Proposed use: Weights & Measures Office and garage facility.
- \$34,303.50 annual lease (Year 1), with 2% escalation.

MOTION was made by Commissioner McGee, **seconded** by Secretary Enyeart to Approve a Non-Aeronautical Ground Lease with the Montana Board of Investment Along Skyway Drive for 1.75 Acres for an Office and Garage Building for State of Montana Weights & Measures.

Motion carried unanimously.

Ground Lease – Independence Bank (1.25 Acres, Skyway & Washington)

- 25-year term with 25-year renewal option.
- Annual lease revenue: \$39,857.40 (Year 1), 2% annual escalation.
- Approval contingent on City of Helena concurrence (building over 10,000 sq. ft.).

MOTION was made by Commissioner McGee, **seconded** by Commissioner McCormick to Approve a 1.25 Acre Non-Aeronautical Ground Lease on the Corner of Skyway Drive and Washington Street with Independence Bank Pending City of Helena Concurrence.

Motion carried unanimously.

Lease Amendment – MMJ's Inc. (Bozeman Avenue)

- Amendment allows development to begin on eastern parcel while additional feasibility studies are completed on the original site.

MOTION was made by Commissioner Davis, **seconded** by Commissioner McCormick to Approve a Non-Aeronautical Lease Amendment with MMJ's Inc for Developing Commercial Shop/Office Units Along Bozeman Avenue.

Motion carried unanimously.

CONSENT AGENDA

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Davis 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 1:15 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/ Robert D. Heberly
Bob Heberly, Chair

ATTEST:

/s/ Jason T. Davis
Jason Davis, Secretary

(SEAL)

Minutes prepared by:
Amber Huggett, Office Manager
09/09/2025