

HELENA REGIONAL AIRPORT AUTHORITY

BOARD MEETING MINUTES

*LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2ND FLOOR, BOARD ROOM
THE MEETING WAS CALLED TO ORDER ON JANUARY 20, 2026.*

ATTENDANCE

Board Members Present:

Troy McGee, Vice Chair
Jason Davis, Secretary
Debbie Havens, Commissioner
Jim McCormick, Commissioner
Kendra Lenhardt, Commissioner
Trever Kirkland, Commissioner

Staff Present:

Jeff Wadkamper, Airport Director
Ross Marty, Assistant Airport Director
Connie Lundin, Financial Manager

Others Present:

Cory Kesler, Morrison Maierle Engineers
Mike Talia, Jackson, Murdo & Grant, P.C.

Excused:

Bob Heberly, Chair
Amber Huggett, Office Manager

A quorum was present.

PUBLIC COMMENT PERIOD

Opportunity provided for public comment on matters within the jurisdiction of the Authority and not on the agenda.

➔ No public comment was received.

MINUTES

MOTION was made by Commissioner Havens, **seconded** by Secretary Davis to approve the Minutes from December 16, 2025, Airport Authority Meeting.
Motion carried unanimously.

AIRPORT AUTHORITY ISSUES

Fiscal Year 2025 Financial Audit – Dane Hancock, Rudd & Company

Dane Hancock of Rudd & Company presented the results of the FY2025 Financial Audit and answered questions from the Board. The audit resulted in a clean opinion.

MOTION was made by Commissioner Lenhardt, **seconded** by Commissioner McCormick to Accept and Approve the Fiscal Year 2025 Airport Financial Audit.
Motion carried unanimously.

Mid-Year FY2026 Airport Budget Amendments

Airport Administration provided an overview of the mid-year budget memo outlining the status of the FY2026 budget and recommending amendments.

MOTION was made by Secretary Davis, **seconded** by Commissioner Lenhardt to Approve Amendments to the Mid-Year FY2026 Airport Budget.
Motion carried unanimously.

Authorization to Close Intrepid Credit Union Account

Airport Director requested authorization to close an unused Intrepid Credit Union account previously associated with a vehicle loan that has since been paid in full.

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Havens to Approve Authorizing the Airport Director to Close an Account at Intrepid Credit Union.
Motion carried unanimously.

AIP PROJECTS

AIP – 68 Airport Master Plan Update

Mike Carlson provided an update on the remaining chapters of the Airport Master Plan. Final presentation and Commissioner input will occur at the February 17 meeting prior to FAA submission.

AIP-68 Project Claims:

- Morrison Maierle (Project Management): \$10,037.00

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Kirkland to Approve AIP-68 Project Claims in the Amount of **\$10,037.00**.
Motion carried unanimously.

AIP-71 Hangar Area Taxi Lane and Fire Hydrant Line

Change Order #2 – Montana Materials

Airport Administration reviewed Change Order #2 in the amount of \$10,284.00 for completion of the fire hydrant line and related improvements.

MOTION was made by Secretary Davis, **seconded** by Commissioner Havens to Approve Change Order #2 with Montana Materials for AIP-71 in the Amount of **\$10,284.00**.
Motion carried unanimously.

AIP – 71 Project Claims

Hangar Area Taxiway and Fire Hydrant Project

Montana Materials \$10,181.16

State of Montana 1% Withholding Tax \$ 102.84

TOTAL CLAIMS \$10,284.00

MOTION was made by Secretary Davis, **seconded** by Commissioner Havens to Approve AIP-71 Project Claims in the Amount of **\$10,284.00**.

Motion carried unanimously.

Authorization of Board Chair as FAA AIP Grant Signatory

Airport Administration requested authorization for the Board Chair to serve as signatory for 2026 FAA Airport Improvement Program grant applications due to short execution timelines.

MOTION was made by Commissioner Havens, **seconded** by Commissioner Kirkland to Approve Authorizing the Board Chair as Signatory for 2026 FAA Airport Improvement Program Grant Applications.

Motion carried unanimously.

ASSISTANT DIRECTOR’S REPORT

→ Assistant Director Ross Marty provided general comments and updates.

LEASES

Non-Aeronautical Ground Lease – Internergys, LLC

Airport Administration and the Resiliency Committee reviewed options related to a proposed non-aeronautical ground lease associated with the Airport Resiliency Project. The Committee provided a recommendation for Board consideration.

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Havens to Table a Non-Aeronautical Ground Lease with Internergys, LLC to Construct Energy Generation Facilities and Associated Improvements Associated with the Airport Resiliency Project.

Motion carried unanimously.

Designated Signatory – Independence Bank Lease

Airport Administration requested formal authorization of a designated signatory for the previously approved Independence Bank non-aeronautical lease.

MOTION was made by Commissioner McCormick, **seconded** by Secretary Davis to Approve Authorizing the Airport Director as the Designated Signatory on the Non-Aeronautical Lease Between the Helena Regional Airport Authority and Independence Bank.

Motion carried unanimously.

CONSENT AGENDA

MOTION was made by Commissioner Havens, **seconded** by Commissioner McCormick 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 meeting was adjourned.

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/ Jason H. Davis

Jason Davis, Secretary

/s/ Robert Heberly

Bob Heberly, Chair

(SEAL)

Minutes prepared by: Amber Huggett, Office Manager 02/09/2026.