

**HELENA REGIONAL AIRPORT AUTHORITY  
BOARD MEETING MINUTES**

*LOCATED: 2850 MERCER LOOP, HELENA, MONTANA 59602, 2<sup>ND</sup> FLOOR, BOARD ROOM  
DECEMBER 16, 2025, CALLED TO ORDER AT 11:46 A.M.*

**ATTENDANCE**

Board Members Present:

Bob Heberly, Chair  
Troy McGee, Vice Chair  
Jason Davis, Secretary  
Debbie Havens, Commissioner  
Jim McCormick, Commissioner  
Trevor Kirkland, Commissioner  
Jeff Wadekamper, Airport Director

Board Members Attending Remotely:

Kendra Lenhardt, Commissioner (via zoom)

Staff Present:

Jeff Wadekamper, Airport Director  
Ross Marty, Assistant Airport Director  
Connie Lundin, Financial Manager  
Amber Huggett, Office Manager

Others Present:

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

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 November 18, 2025, Airport Authority Meeting.  
**Motion carried unanimously.**

**AIP PROJECTS**

AIP – 68 Airport Master Plan – Update provided. Remaining chapters to be presented at the February meeting prior to FAA submission.

AIP – 68 Claims:  
 Morrison Maierle (Project Management) **\$10,453.00**

**MOTION** was made by Secretary Davis, **seconded** by Commissioner Kirkland to Approve AIP-68 Project Claims in the Amount of **\$10,453.00**.  
**Motion carried unanimously.**

AIP – 70 Runway Deicing Truck Acquisition – Truck delivered, inspected, and staff trained. Equipment meets specifications and is operational.

AIP – 70 Claims:  
 MB Companies (AB Schmidt) \$579,051.90  
 Morrison Maierle \$ 0.00  


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 TOTAL CLAIM **\$579,051.90**

**MOTION** was made by Commissioner McCormick, **seconded** by Commissioner Havens to Approve AIP-70 Project Claims in the Amount of **\$579,051.90**.  
**Motion carried unanimously.**

AIP – 72/73 Land Acquisition Claims:  
 Morrison Maierle (Construction Management) \$18,957.00  


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 TOTAL CLAIM **\$18,957.00**

**MOTION** was made by Secretary Davis, **seconded** by Commissioner Havens to Approve AIP-72/73 Land Acquisition Project Claims in the Amount of **\$18,957.00**.  
**Motion carried unanimously.**

AIP 74 Security Access Control System Upgrade– Project completed and accepted following final walkthrough. Jeff recommended approval of final claims.

AIP – 74 Claims:  
 Morrison Maierle (Inv 257085) \$ 6,156.28  
 Morrison Maierle (Inv 257086) \$ 13,291.29  
 Lantek PCE #4 (Construction) \$117,436.67  
 1% State of MT Withholding Tax \$ 1,186.22  


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 TOTAL CLAIM **\$138,070.46**

**MOTION** was made by Vice Chair McGee, **seconded** by Commissioner McCormick to Approve AIP – 74 Security Access Control Upgrade Project Claims in the Amount of **\$138,070.46**.  
**Motion carried unanimously.**

**AIRPORT AUTHORITY ISSUES**

Consider an Amendment to the FY2026 Airport Budget – The Director requested an amendment

to add \$70,500 for an additional Airport Operations position. Discussion followed.

**MOTION** was made by Commissioner Havens, **seconded** by Commissioner McCormick to Deny an Amendment to the FY2026 Airport Budget.  
**Motion carried unanimously.**

#### ASSISTANT DIRECTOR'S REPORT

→ Assistant Director Ross Marty provided general comments and updates.

#### LEASES

##### Montana Jets, LLC – Ground Lease

Jeff reported non-responsiveness regarding proof of financing and recommended denial.

**MOTION** was made by Vice Chair McGee, **seconded** by Commissioner Havens to Deny a Commercial Aviation Ground Lease with Montana Jets, LLC.  
**Motion carried unanimously.**

#### CONSENT AGENDA

**MOTION** was made by Commissioner McCormick, **seconded** by Chair Heberly 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 1:23 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/ Jason H. Davis*  
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Jason Davis, Secretary

*/s/ Bob Heberly*  
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Bob Heberly, Chair  
*Acting Chair Troy McGee*

(SEAL)