

**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 FEBRUARY 17, 2026, AT 11:32 AM.*

ATTENDANCE

Board Members Present:

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

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 January 20, 2026, Airport Authority Meeting.
Motion carried unanimously.

AIP PROJECTS

AIP-68: Airport Master Plan - Presentation of Chapters 5-8

Mike Carlson of Morrison Maierle presented draft Chapters 5-8 of the Airport Master Plan Update. The remaining chapters include Recommended Concepts (reflecting alternatives adopted by the Board in October), Land Use, Environmental, and financial sections. Draft chapters were included in the Board packets for review prior to the meeting. Discussion was held and input was received to finalize the document for submission to the FAA.

Consider Authorization to Submit Completed Airport Master Plan to the Federal Aviation Administration for Review and Acceptance

MOTION was made by Secretary Davis, **seconded** by Commissioner Lenhardt, to Approve Authorization to Submit Completed Airport Master Plan to the Federal Aviation Administration for Review and Acceptance.

The motion carried unanimously.

AIP – 68: Project Claims:

Morrison Maierle (Project Management) **\$16,904.00**

MOTION was made by Secretary Davis, **seconded** by Commissioner McCormick, to Approve AIP-68 Project Claims in the Amount of **\$16,904.00**.

The motion carried unanimously.

AIP – 70: Runway Deicer Truck

Final components for the new runway deicing truck were received and verified to be in working order. The project is complete. Approval of the final pay retention claim was recommended.

AIP – 70 Project Claims:

MB Companies (Final Pay Retention Claim) **\$64,339.10**

MOTION was made by Commissioner Kirkland, **seconded** by Commissioner Havens, to Approve AIP-70 Project Claims in the Amount of **\$64,339.10**.

The motion carried unanimously.

Consider Change Order #2 with Lantek

Change Order #2 provides additional electrical circuits and receptacles in server rooms where circuits were at capacity. The additional circuits ensure adequate electrical load capacity and system separation for reliability. The FAA concurred with the eligibility of this \$7,700.00 cost under AIP funding.

MOTION was made by Commissioner McCormick, **seconded** by Commissioner Kirkland, to Approve AIP-74 Change Order #2 with Lantek in the Amount of **\$7,700.00**.

The motion carried unanimously.

AIP – 74: Access Control Project

The access control project is complete.

AIP – 74 Project Claims:

Lantek (Construction) **\$48,392.73**

State of Montana 1% Withholding Tax **\$ 448.41**

Total Claim **\$48,841.54**

MOTION was made by Secretary Davis, **seconded** by Chair Heberly, to Approve AIP-74 Project Claims in the Amount of **\$48,841.54**.
The motion carried unanimously.

2026 Engineering Task Order

An Independent Fee Estimate (IFE) was completed by Robert Peccia & Associates (RPA) at a cost of \$3,500, as required for FAA-funded AIP projects.

RPA's total estimated compensation: **\$344,130**
Morrison Maierle proposed total compensation: **\$253,500**

MMI's proposal was approximately 37% lower than RPA's estimate. After discussion and review, approval of the Task Order with Morrison Maierle was recommended.

MOTION was made by Commissioner McCormick, **seconded** by Chair Heberly, to Approve 2026 Engineering Task Order with Morrison Maierle in the Amount of **\$253,500.00**.
The motion carried unanimously.

AIRPORT AUTHORITY ISSUES

Renewal of Financial Audit Services Agreement

Consideration was given to renewal of the financial audit services agreement with Rudd & Company for a three-year term, contingent upon City and County concurrence.

Proposed fees:

- FY2027: \$41,500
- FY2028: \$42,500
- FY2029: \$43,500

Based on performance and competitive pricing compared to other Montana airports, approval was recommended.

MOTION was made by Vice Chair McGee, **seconded** by Commissioner McCormick, to Approve Renewal of a Financial Audit Services Agreement with Rudd & Company for Fiscal Years 2026-2028 Contingent on City and County Concurrence.
The motion carried unanimously.

Replacement Backup Electrical Generator – Fire Station 2

Following generator failure during a December windstorm, replacement was recommended rather than repair due to excessive repair costs.

TW Enterprises of Billings submitted two quotes:

- 32kW Generator: \$25,622.00
- 60kW Generator: \$31,894.18

Staff recommended the 60kW generator to provide adequate and future capacity. Funding will be drawn from the Contingency Fund.

MOTION was made by Vice Chair McGee, **seconded** by Commissioner Havens, to Approve Awarding Purchase of a Replacement Backup Electrical Generator for Airport Fire Station 2.

The motion carried unanimously.

ASSISTANT DIRECTOR'S REPORT

→ General comments and updates provided by Assistant Director Ross Marty.

LEASES

Internegys, LLC – Non-Aeronautical Ground Lease Option

Discussion was held regarding a proposed lease option with Internegys, LLC for energy generation facilities associated with the Airport Resiliency Project. Based on funding uncertainties and unpaid contractual obligations, staff recommended denying the lease option and terminating further pursuit of the project.

MOTION was made by Commissioner McCormick, **seconded** by Secretary Davis, to Deny a Non-Aeronautical Ground Lease Option with Internegys, LLC to Construct Energy Generation Facilities and Associated Improvements Associated with the Airport Resiliency Project.

The motion carried unanimously.

Renewal of Non-Aeronautical Hangar Lease – Hugh Kimerly

Staff recommended approval of a five-year lease renewal. The lease is current and the hangar remains compliant.

MOTION was made by Commissioner Havens, seconded by Commissioner Kirkland, to Approve Renewal of a Non-Aeronautical Hangar Lease with Hugh Kimerly.

The motion carried unanimously.

Commercial Hangar Ground Lease – Clarence Shockley

Mr. Shockley applied for a 70' x 100' (7,000 sq. ft.) commercial hangar ground lease, including office and restroom facilities. Plans were reviewed and found compliant. Approval was recommended.

MOTION was made by Vice Chair McGee, **seconded** by Commissioner Lenhardt, to Approve a Commercial Hangar Ground Lease with Clarence Shockley.

The motion carried unanimously.

Assignment of Lease – MMJ's Inc to BAS Properties, LLC

MOTION was made by Vice Chair McGee, seconded by Commissioner McCormick, to Approve Assignment of Non-Aeronautical Lease from MMJ's Inc to BAS Properties, LLC.

The motion carried unanimously.

CONSENT AGENDA

MOTION was made by Commissioner Havens, **seconded** by Commissioner Lenhardt 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 at 1:06 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 Davis*
Jason Davis, Secretary

/s/ *Bob Heberly*
Bob Heberly, Chair

(SEAL)