

**STEVENSVILLE AIRPORT BOARD
MEETING MINUTES**

**JULY 14, 2020 – 5:30 P.M.
STEVENSVILLE TOWN HALL**

STEVENSVILLE AIRPORT BOARD:

- Craig Thomas – Airport Board Chairman
- Ron McCann
- Dustin Wood
- Don Whitehair
- Duane Shinn
- Don Lorenzen

STEVENSVILLE AIRPORT REPRESENTATIVES:

- Shaun Shea – Airport Engineer (MMI)
- Tyler Reed – Airport Engineer (MMI)
- Brandon Dewey – Mayor
- Dempsey Vick – Town Council Rep
- Robert Underwood – Stevensville Treasurer /
Interim Airport Manager

OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL

- Meeting began at 5:30 PM

2. APPROVAL OF MINUTES

- None

3. CORRESPONDENCE

- None

4. FINANCIAL REPORTS

- Mr. Underwood presented the latest financials to the Board. \$106,320 In airport fund. Does not include Cares Grant. \$97,735 is proposed for the budget in FY 21. This includes Admin which would be paid back by Mt. Aeronautics. 16 hours a week is proposed for airport manager - plan is to hire a part time manager to fill that position and will work more on a permanent basis. Will be advertising that once the budget is passed. Plan to do a group interview. Robert is looking for 2-3 board members to be on to interview committee. Working on a job description. McCann – did we lose an airport manager? Robert – Yes. Robert mentioned now that he’s airport manager he gets calls all day long. Robert also said that all money from the TEDD pays off the MT. Aeronautics Grant.

5. ENGINEER’S REPORT

- Tyler updated the Board on Construction progress. Starting to mill south apron today, should wrap up tomorrow mid-morning. South Apron will be closed to around 2nd week in August.

6. OLD BUSINESS

1. **Budget.** Covered in Financial Report.
2. **CARES Airport Grant.** Can help cover AWOS cost - \$11K/yr.
3. **Administration Building.** Robert explained there are certain things the Town/Airport have to do. They need to get an RFP out there. One option would be to approach Job Corps.
4. **Construction.** Covered in Engineer's Report.
5. **Millings.** Going to put them in a pile near the SRE building. Runway millings are dry. The millings from the TW and aprons are better millings. Plan is to wait until the end of project, then decide what to do with them.
6. **Grass Strip.** FAA is in the process of reviewing possible updates in regulations that increase minimum separation between a paved runway and turf runway. Diane with the FAA suggested we hold off on the request until the FAA completes this task.

7. NEW BUSINESS

1. **Lease Rates, User fees, Business Fees.** Katie was looking into lease rates. Stevi hasn't raised rates for 20 yrs. Looking at \$0.14/SF. Need to tell the lease holders on increase before June 1. So 10% increase. Current lease holders stay the same, then 10% increase. New lease holders will start w/ \$0.14. Can probably keep it down.
2. **Discussion/Decision: Stevensville Airport Land Lease Lot 8 Block 6 for Airport Structural Repair, Inc.** Lot 8 Block 1. Dusty's Hangar. Robert is working on getting a lease set up. Still using an old lease even though there is a new one. Dusty will have to pay the new lease fee. Motion approved. Proposed close date - Sept 4th.

8. AIRPORT MANAGER'S REPORT

- Robert suggested installing a sign that explains what happens if the user doesn't pay the fees. Who pays user fee? Who pays the business fee? User fee going to whomever owns the plane. Should have to register tail number with Town.

XI. PUBLIC COMMENTS

- Craig - Said the Airport doesn't have enough vehicle parking. Craig spoke to Diane and she said all airports have this issue. Diane said the FAA doesn't have a problem with vehicles parking between the hangars. The Airport will still need to talk to the Fire Dept.

XII. ADJOURNMENT

- Meeting was adjourned at 6:35 pm.

Next Meeting – Tuesday, September 8, 2020 @ 5:30 P.M. (Town Hall).