

**STEVENSVILLE AIRPORT BOARD
MEETING MINUTES**

**AUGUST 09, 2022 – 5:30 P.M.
STEVENSVILLE TOWN HALL**

STEVENSVILLE AIRPORT BOARD:

- Craig Thomas – Airport Board Chairman
- Rich Perry
- Dustin Wood
- Don Whitehair
- Kelly Weed
- Brian Germane
- Marilyn Wolff – Council Representative

STEVENSVILLE AIRPORT REPRESENTATIVES:

- Tyler Reed – Airport Engineer (MMI)
- Tim Smead – Airport Manager (via phone)

OTHERS PRESENT:

1. CALL TO ORDER AND ROLL CALL

- Meeting began at 5:30 PM

2. APPROVAL OF MINUTES

- Minutes from July were approved.

3. ENGINEER'S REPORT

- Minutes from June were approved.

4. OLD BUSINESS

- **AIPP Program Status and Update.** Upon the Mayor's request for the AIPP program Tim said he's been looking into it. The AIPP program is unique. With lots of correspondence, the Town is eligible for the AIPP program. The FAA recommends the Town request grant funding for \$750K. The Town is welcome to apply but be aware that the process is extremely complex, and there's no guarantee of success. Town would still need to match 10% and more funding may be required. Craig asked if the town sponsor wants to sell the airport, will the Airport have to come up with \$75K for a local match? Tim can't foresee them moving forward with either option (sale or lease). The Mayor just wanted to look into the issue. Craig to Tim- thanks for all your work. Craig -this would be good information for future administrations.
- **Tenant Hangar/Lease Status.** Tim - there are several leases that have a 180-day time period, think it's appropriate to give an extension to these people who are building hangars. Craig would like to make motion to extend these leases by 180 days. Rich - what happened to Coberly? Tim said he has been in contact with Coberly. Tim – one is Cliff is looking at the area next to Dustin's T-Hangar. He decided he's not moving forward with the project. He ended up purchasing Buzz's hangar instead. The other one - Chad Reel - Tim has tried to send him an invoice, hasn't heard back from him. Don WH - Chad is a commercial fisherman. Rich to Tim - I haven't received my bill. Tim - it should be on its way. Motion to extend leases by 180-days was passed. Tim spoke to Jenelle, there are some leaseholders that need new leases renewed - those have to go in front of council as well (he thinks it's a total of 4 leases).

- **Ordinance & Bi-Laws Status Update.** Marilyn said Sept or October would be when this could go through the system. She said it will require public hearings. Craig said they may have to have a special meeting. Board will think about that.

5. **NEW BUSINESS**

- **FBOs and Fuel Farm.** There are two interested parties looking at a joint venture to build out the FBOs. They're to the west of where Bitterroot Aviation is now. Tim showed the locations on the ALP map. Board really needs to look into the minimum standards. There's two conceptual ideas, very strategic spots. Rich - aren't we getting ahead ourselves - we don't have water/sewer. Craig - that's in process. Dusty - we've been talking about this since he's been on the Board. Tim mentioned the Master Plan. Now it becomes a spot of negotiation. For example, you want an FBO here, we don't have utilities, let's negotiate. You're looking at an annual revenue rate of like \$35K. Tim's not sure how the Airport will be self-sufficient, don't want to stop people from coming in. Tim read a section of the Master Plan in respect to formation of an Airport Authority. An Authority can be created by a municipality. In theory, you could take the same Town by-laws and pass them over to an Authority. Tim read another section regarding mil levies. Tim told the Board to keep an open frame of mind. Rich - is there enough business for an FBO to sustain? Dusty - there is a demand for mechanics, avionics, etc. There is always a need for avionics people, interior people, paint, etc. Kelly - an FBO is in line with aviation interests. Dusty - people will come for the services an FBO provides. Tim- In the MPU it's recommended to acquire airport owned fueling system. This would generate additional revenue. Revenue could be \$5,000-\$25,000 per year. Dusty - personally, I think the Town should own the Fuel. Right now, revenue is \$150/month. The developer wants both spots. We don't know what services they're going to offer. Tim - they will need to be able to provide that documentation.

6. **AIRPORT MANAGER'S REPORT**

- Tim witnessed a 340 twin that decided to take off on 12 and barely got out of the airport. Maybe someone can make a sign that recommends not using that end? If he was heavier or hotter he may have not gotten off the ground.

7. **PUBLIC COMMENTS**

- a. **None**

8. **ADJOURNMENT**

- Meeting Adjourned at 6:44 p.m.

Next Meeting – Tuesday, September 13th, 2022 @ 5:30 P.M. (Town Hall).