

**STEVENSVILLE AIRPORT BOARD
MEETING MINUTES**

**SEPTEMBER 13, 2022 – 5:30 P.M.
STEVENSVILLE TOWN HALL**

STEVENSVILLE AIRPORT BOARD:

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

STEVENSVILLE AIRPORT REPRESENTATIVES:

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

OTHERS PRESENT:

MARK STOLTZFUS – OWNER OF MQS

1. CALL TO ORDER AND ROLL CALL

- Meeting began at 5:30 PM

2. APPROVAL OF MINUTES

- Minutes from August were approved.

3. CORRESPONDENCE

- None

4. FINANCIAL REPORTS

- None

5. ENGINEER’S REPORT

- Tyler told the Board that we are still waiting for Ravalli Electric Co-op to connect the gate power.

6. AIRPORT BUSINESS: DISCUSSION/DECISION

- a. **Discussion/Decision: review of 2022-2023 Airport Budget and Capital Improvement Projects.** Tim explained to the Board the Town isn't anywhere near final numbers. He said we had to go in front of Town Council with something. During the Town Council meeting last Thursday, they reviewed the budget but didn't make a final decision on it yet. The first two pages are expenses. The third page is revenue, the last page is what we worked on together as an airport board, along with some suggestions by Tim. Tim said \$32,500 is plugged in for the Master Plan local match. This is a hard number for the master plan itself. This local match will likely be covered (at least a portion) by MT Aeronautics. The Revenue side has some holes in it as it's under intergovernmental revenue. For example, the ARPA Grant needs to be added as it's not reflected in the budget. And the budget is not showing any BIL funding either. So we don't know what we have there - it's problematic. Tim went over proposed Airport Board and Airport Manager budgets. Tim explained he's been struggling to get bids for snow plowing and mowing. Tim's not as worried about snow plowing, it's

more the mowing that's a concern. Tim said the Mayor has requested the Airport Manager hours stay at 20 hours per week. When it comes down to the ground maintenance, this is a challenge. Don asked: who are we paying to plow? Tim responded: I did it last year. Tim said he can't get anyone to submit a bid for plowing and landscape maintenance so what do we do? This is part of our sponsor assurances. Dusty - we've never actually mowed that entire airport. I don't think all airports are like that, we need to mow what we need to mow, we just need to do what we need to do to stay legal. Tim - if it's inside the fence, it has to be cut. If it's on a hill, you don't have to worry about it. They do require the flat portions mowed. It's a balance. How it's cut right now, it's technically legal. Dusty - I think we need to look into it one way or another. We need to spend our money wisely, we have a mountain of things that need to be done. Tim said a few months back, he had written a letter expressing the issue of Airport revenue. And with the Council voting to remove the car insurance from the Crew car and sell at surplus, that concerning. Marilyn said the Council was faced with tough decisions with every department, since they inherited a financial mess, so this was a hard look at everything. One of the big issues is infrastructure. Brian - I don't know how the Airport continues to be sustainable. How do we make recommendations when we don't know what we have? We're kind of useless up here. Don - before, the Town wanted to have nothing to have with the Airport. Dusty - we've had 6-7 managers since Misevic. Tim - one of the things I noticed with TEDD, the number continues to decrease. You have other taxes going up, but the TEDD is decreasing and Tim can't get a response. For the 2021 tax year, the total taxes up at the airport were \$41K – the Town received \$4K, and the TEDD received \$10K. Dusty - there's only about 5 hangars that are under the TEDD. Eventually, we get enough hangars built, we should be able to sustain it. Tim - the TEDD expires in 2028 - what's going to happen after that? Tim wants to be able to see a breakdown of the TEDD numbers and see where the money is coming from and how much it is.

- b. Discussion/Decision: Priority of Action Items to Bring Forward to the Town Council.** Not discussed.
- c. Discussion/Decision: DCE Development Proposal to Build Hangars on Remaining Available Lots on Block 1 & Block 3. Seven Lots in Total.** Tim said we were approached by DCE in April. One of the lingering issues was water/sewer. DCE is proposing to build out all of the lots. They originally weren't sure how many they would lease out. They decided to start building a few hangars and selling - starting with a spec hangar. They would make sure it's functional first, then continue. They are looking to maximize on the lease term - they want to go with a 40-year lease which is the maximum the State allows. Tim spoke to FAA regarding this. Tim would suggest the Board entertain their proposal, but suggests no decision be made. This is for both parties involved. Tim said these guys have been waiting for a while and they are willing install wells/septic. Dusty - if they're building to sell, what does that matter? Tim - For funding, it's more attractive to a bank. Dusty - we would have to change the lease for everyone. Tim - we need to change the leases. You can add first right of refusal in the wordage. It kind of has to be treated differently since it's not just one hangar, it's a development. Tim - do you have any questions for them? Don - if they're going to go 40 years, won't everyone go for 40 years? Kelli - if it's good for the developer's banks, it could be good for the users. Is it possible to make it just for new leases? One of the issues is the Town has only one lease. They intend to go forward with individual wells/septic. Don - are they aware there is water in the ditch so they'll need to add tile, Red had to deal with drainage. If they developed this row, it would increase the demand for an access road.
- d. Discussion/Decision: Airport Fixed-Based Operator (FBO) Development & Operations Proposal.** Mark Stoltzfus made a presentation to the Board. Right now he's planning two hangars at 80x120, one in each FBO lot. His plan would eventually add two additional hangars at the same size, one in each lot – for a total of four. He would like to shed the roof the other way than what the ALP shows. He would be looking to sell Jet-A and AVGAS, and running a business out there. Mark showed a photo of a rendering of the Hangar. He's looking to build next Spring. Height is going to be around mid-20s. Could accommodate up to a Falcon-50. Mark asked how is the existing fuel is set up? Tim said Choice doesn't have a lease, it expired around 2008, right now the airport is collecting a through the fence fee. The Airport could take possession of the tank if they wanted. With a proposal from an FBO, Choice would most likely yield to an FBO. Tim said it would probably hurt the airport more than help the airport if there were to be multiple FBOs. Tim will set up a special meeting for the 20th at 5:30.

7. AIRPORT MANAGER'S REPORT

Nothing Additional

8. PUBLIC COMMENTS

None

8. ADJOURNMENT

- Meeting Adjourned at 6:29 p.m.

Next Meeting – Tuesday, October 11th, 2022 @ 5:30 P.M. (Town Hall).