**Stevensville Airport Board**

**Meeting Minutes**

**August 13, 2024 – 5:30 P.M.**

**Stevensville Town Hall**

**Stevensville Airport Board:**

Craig Thomas – Airport Board Chairman

Rich Perry

Brian Germane

Jim Johnson

John Stratton

Wally Smith – Council Representative

**Stevensville Airport Representatives:**

Tyler Reed – Airport Engineer (MMI)

Kevin Kittleson – Airport Engineer (MMI)

William Rowe – Airport Manager

**Others Present:**

**Jerry Hover**

**Michael Schwartz**

**Mayor Michalson**

**1. Call to Order and Roll Call**

1. The meeting was called to order at 5:30.

**2. Approval of Minutes**

The July 2024 Minutes were accepted as written. A motion was made to approve. It was seconded and all were in favor.

**3. Engineer’s Report**

Tyler did not have any chapters of the new Master plan for review. He plans to present 2 chapters for review at the next Board meeting.

**4. Old Business**

**a.** **Airport User Fees**

Jim Johnson presented his finding regarding our User Fees. 62 Montana airports fall into the same category as Stevensville. Stevensville is near the top in most categories regarding cost. In many cases, we have fees that other airports do not have. Our lease rates are almost the highest in the state. Only one other airport has an annual user fee – Laurel @ $25/year. Jim will email out his findings. Further discussion took place regarding any changes to our rates. As a result of our rates already being near the top, the Board decided not to recommend any fee increases.

**5. New Business**

**a.   Oshkosh Layover**

Craig Thomas presented the idea of creating an event to encourage pilots flying to/from Oshkosh to stop at 32S for fuel, camping, food, etc. A brief discussion took place regarding what would be needed to host such an event such as a shower, grass, etc. Will instructed us to write up a brief description of what is being proposed that he can take to Town Council for further discussion and approval.

1. **Tractor Purchase**

Will presented the idea of purchasing a new tractor for mowing and supplemental snow removal. Will received several quotes for 60hp tractors with a variety of implements ranging from $57k-$72k. A brief discussion took place regarding a used tractor purchase. Ultimately, the board voted for Will to present this to the Town Council to get the discussion started.

**6. Manager’s Report**

**a.   Gravel Pit**

No update. There has not been any progress on the RFP

1. **Courtesy Car**

The town has received the grant funds from the DofA. The light bar and various equipment still need to be removed by the Police Dept.

**c.Fuel**

Will had an in-person meeting with the regional VP from Hawthorn. They agreed to terms of $20,000 minus Will’s expenses. Hawthorn sent over the agreement in writing noting $30,000 with no expenses paid. Will has sent this to his attorney. Will states that this is a private matter between himself and Hawthorn and that neither the Town nor the Board can be involved. He also stated that he will only spend so much of his owner money in an effort to benefit the airport when he feels that he won’t recoup any of it.

**d. Engineer RFQ**

Will is waiting on a clarification from the state regarding a couple lines on the RFQ template. As soon as he receives those clarifications, it will be published and the process will begin.

**e. Forest Service Funds**

We received approximately $9,000. Some of that money has already been received.

**f. Windsock and Light Replacement**

Will has ordered a new sock and four runway lights from the state. The individual from the state that handles this has been out. As soon as he gets back, Will expects the items to be shipped. The lights will be charged back to Yoder’s pit due to their fire.

**7. Public Comment**

**a.** No public comment

**8. Adjournment**

**a.** Craig asked for a motion for adjournment. The motion was made, seconded and approved. Meeting adjourned at 18:00.