

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, January 13, 2020 at 10:00 a.m.

Columbus City Hall

408 E 1st Ave N

MEMBERS PRESENT: Rich Cowger (Chairman), Jay Baum, Mary Kuehn, and Dennis Holten

MEMBERS NOT PRESENT: Doreen Stockdale

OTHERS: Dennis Shupak, Stillwater County Commissioner

GUESTS: Hardin Graham, Heather Mosser and Katie Barry, Morrison-Maierle, Crag Canfield, KLJ, and Cindy and Brandon Garoutte

STAFF: April Limburg

I. CALL TO ORDER. Rich called the meeting to order at 10:00 am.

A. Public Comments. Heather with Morrison-Maierle gave the board an update regarding the pre-design meeting for the land acquisition and Travis will be presenting the land acquisition information at the FAA loan and grant meeting coming up. Craig Canfield with KLJ introduced himself and gave a brief background of the services KLJ can provide the Airport.

B. Disclosures of Conflicts of Interest and Ex Parte Communications. No conflicts of interest or ex parte communications at this time.

II. MINUTES APPROVAL. Dennis made the motion to approve the December 9, 2019 meeting minutes. Jay seconded; with all in favor motion carried.

II. NEW BUSINESS:

A. New Board Members. Jay Baum introduced himself and gave a brief background. Doreen Stockdale was not present as she was traveling for work.

B. Officer Elections: Dennis made a motion to nominate Rich as Chairman. Jay seconded; motion passed. Dennis made a motion to nominate Jay as Vice-Chairman, Jay seconded, motion passed.

C. Resolution 2020-1. April read over the Resolution 2020-1 stating meeting dates and times. Jay made a motion to adopt Resolution 2020-1. Mary seconded; motion passed.

D. Board Term Expirations. April advised the Board the current expirations expire in January 31, 2020 and by this it's hard to be productive at the first meeting of the year as it's an organizational meeting and having the possibility of board members to turn over after the organization items are completed. April requested to change the expirations to December 31 of

each year. Dennis made a motion to change the expirations to December 31 instead of January 31. Mary seconded; motion passed.

E. Pilot Position. April discussed with the board the proper procedure to be followed by the aviation community to nominate a person for the pilot position when the current term expires. The aviation community needs to submit a formal letter to the board with a recommendation. The board will review the recommendation and either deny or approve the recommendation to the City Council and the Commissioners for final approval or denial. This change will be updated in the bylaws.

IV. OLD BUSINESS:

- A. Hangar Leases.** Nothing at this time.
- B. Memorial Policy.** Nothing at this time
- C. Airport Authority.** Nothing at this time
- D. Bylaws.** Nothing at this time
- E. Update Joint Resolution.** Nothing at this time

The Board discussed prioritizing the old business items to ensure they are being looked and discussed. The board discussed lease terms, buying and selling of hangars, lease renewals or non-renewals after 40 years, what to do with hangars once the leases have expired, and financial options of having an airport authority. The new order will be bylaws, joint resolution, hangar leases, airport authority, and memorial policy. April will finish the changes to the bylaws and email them to the Attorneys for comments for the next meeting.

V. MANAGER'S REPORT: The snow has been plowed. The beacon is not working at the moment and needs to be moved higher on the pole.

VI. FINANCE REPORT: The Board reviewed the report from Joe.

VII. ITEMS FOR NEXT'S MONTH AGENDA:

VIII. ADJOURN MEETING: Mary made the motion to adjourn the meeting. Dennis seconded; with all in favor, motion carried. Meeting was adjourned at 10:56 a.m.

The next meeting will be on Monday, *February 10, 2020 at 10:00 a.m.* at City Hall.

April Limburg
Planning Tech