

# JOINT CITY-COUNTY AIRPORT BOARD

## Minutes of Meeting

Monday, March 13, 2017 at 10:00 a.m.

Stillwater County West Annex Planning Department  
431 Quarry Rd

**MEMBERS PRESENT:** Mark O'Bryant (Vice-Chairman), Mary Kuehn, and Willard Moore

**MEMBERS NOT PRESENT:** Alan Drain (Chairman) and Dennis Holten

**OTHERS:** Mark Crago, Stillwater County Commissioner

**GUESTS:** Travis Eickman, Morrison Maierle and Hardin Graham

**STAFF:** April Limburg

**I. CALL TO ORDER.** Mark O'Bryant (Vice-Chairman) called the meeting to order at 10:00 am.

**A. Public Comments.** No public comments at this time.

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

**II. MINUTES APPROVAL.** Mary made the motion to approve the February 13, 2017 meeting minutes. Willard seconded; with all in favor motion carried.

**III. NEW BUSINESS:**

**IV. OLD BUSINESS:**

**A. Airport Master Plan Update.**

Travis Eickman of Morrison Maierle discussed with the Board how the meetings went with the City Council and the Stillwater County Commissioners. Travis went over the next steps of the Master Plan. The grant application has been sent to the FAA.

**B. Pavement Reconstruction Design Project.**

**1. TW/Apron and Airfield Electrical Rehabilitation Design – MMI billings.** Travis submitted a request for reimbursement No. 170264 for engineering efforts associated with the design of the airside pavement rehabilitation. The amount is for \$7,987.08. The FAA eligible share at 90%. Willard made a recommendation to the Commissioners and the City Council to pay the reimbursement request. Mary seconded; with all in favor, motion carried. (See Airport Board File in the Planning Office)

**2. TW/Apron and Airfield Electrical Rehabilitation - Construction.** Travis addressed with the Board questions in regards to the FAA timeline for funding, construction set dates, bids, and the bidding process as well as funding and projects are funding. Travis also discussed with

the Board a list of tasks needed to be done in regards to the scope of work. A fee estimate will also have to be done as in years past. Hardin will also hold a meeting to keep the pilots on the same page once it get closer to construction. Travis gave the Board a copy of the economic impact study which was done by MDT (See Airport Board File in Planning Office)

**C. Airport Authority.** Nothing at this time

**V. MANAGER'S REPORT:** Hardin has been plowing snow.

**VI. FINANCE REPORT:** There was no report at this time.

**VII. ITEMS FOR NEXT'S MONTH AGENDA:**

**VIII. ADJOURN MEETING:** Willard made the motion to adjourn the meeting. Mary seconded; with all in favor, motion carried. Meeting was adjourned at 11:00 a.m.

The next meeting will be on Monday, April 10, 2017 at 10:00 a.m. in the Stillwater County West Annex, located at 431 Quarry Rd.

April Limburg  
Administrative Support