

JOINT CITY-COUNTY AIRPORT BOARD

Minutes of Meeting

Monday, May 9, 2016 at 10:00 a.m.

Stillwater County West Annex Planning Department
431 Quarry Rd

MEMBERS PRESENT: Alan Drain (Chairman), Mark O'Bryant (Vice-Chairman), and Willard Moore

MEMBERS NOT PRESENT: Dennis Holten and Mary Keuhn

OTHERS: Dennis Shupak, Stillwater County Commissioner

GUESTS: Hardin Graham and Travis Eickman, Morrison – Maierle

STAFF: April Limburg.

I. CALL TO ORDER. Alan Drain (Chairman) called the meeting to order at 10:05 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. Mark made the motion to approve the March 14, 2016 meeting minutes with a spelling correction. Willard seconded; with all in favor motion carried.

III. NEW BUSINESS:

A. Annual Budget: The Board discussed the budget. Travis advised the Board the total cost of the rehabilitation cost and to make sure enough of budgeted. Dennis S advised the Board he would talk to Joe to see about adding a capital improvement line item. The Board had several questions about the principal and interest line items. Alan, Mark, and Dennis S were going to sit down with Joe to discuss.

B. Hangar Easement: The Board discussed the request from NorthWestern Energy (NWE) for an underground utility easement. (See Airport Board File in Planning Office) The Board wanted to easement to be more specific. Hardin was going to talk to Dennis H and see if NWE can do an easement for all the lots. The Board would like the easement defined on the map. Willard made a motion to recommendation the NWE easement to move forward once Hardin talks to Dennis H and the attorneys review the easement. Mark seconded; with all in favor, motion passed.

IV. OLD BUSINESS:

A. Airport Master Plan Update. Travis Eickman, Morrison – Maierle discussed with the Board he would like to wrap of the Master Plan sometime this year. He also discussed the minimum standards document for the airport, which is a work in progress.

B. Pavement Reconstruction Design Project. Travis took several core samples and photos of the runway and the taxiways. He also discussed options on how to phase the rehabilitation project for 2017.

V. MANAGER’S REPORT: Hardin was gearing up to start mowing and get the pilot lounge sprinklers going. He also advised the Board the east gate was not working.

VI. FINANCE REPORT: No finance report.

VII. ITEMS FOR NEXT’S MONTH AGENDA:

VIII. ADJOURN MEETING: Mark made the motion to adjourn the meeting. Willard seconded; with all in favor, motion carried. Meeting was adjourned at 11:05 a.m.

The next meeting will be on Monday, June 13, 2016 at 10:00 a.m. in the Stillwater County West Annex, located at 431 Quarry Rd.

April Limburg
Administrative Support