

**GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

March 25, 2014

CALL TO ORDER

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, March 25, 2014, at 1:00 PM in the Airport Board Room. Brad Talcott called the meeting to order. Roll call was taken.

Board Members Present:	Deb Evans	Debbie Goetze
	Sean Hoven	JC Kantorowicz
	Dan Rooney	Richard Swensen
	Brad Talcott	

Staff Present:	John Faulkner	Rod Hall
	Maria Kerley	Lara Tait

New board member, Dan Rooney, was welcomed and sworn in by Brad Talcott.

CONSENT AGENDA:

A motion was made by Commissioner Kantorowicz and seconded by Commissioner Hoven to approve the Consent Agenda less Item C as follows:

- a. Approval of Board Meeting Minutes from February 25, 2014
- b. Payroll checks totaling \$77,736.00
- c. Maintenance & Operations checks #20319-20384 totaling \$491,188.07
- d. Approve Passenger Facility Charge totaling \$8,000.00
- e. Financial Reports for February

The motion passed unanimously.

A discussion took place in regards to the Airport Conflict of Interest Policy and how to handle James Talcott Construction checks contained within the main Consent Agenda due to the presence of Commissioner Talcott on the board. It was determined that although the checks in question are previously approved by the board and not in conflict, moving forward, they will be segregated from the main Consent Agenda in order to be transparent and eliminate any perceived conflict. A motion was made by Commissioner Evans and seconded by Commissioner Kantorowicz to approve item c. Maintenance and Operations Checks as presented.

The motion passed unanimously with Commissioner Talcott abstaining from the vote.

DIRECTOR'S REPORT:

Director Faulkner reported on the following:

- Enplanements have been the highest to date. Enplanements are up

about 6% for the year so far. We expect the first through the third quarters to be the busiest. Allegiant's LA flights start at the beginning of June and Frontier is back late May through August.

- We had a kick off meeting with the FAA for the master plan that will include an electronic ALP. In the next couple of weeks, we will be negotiating the scope and fee of the plan. There will be a quick update from the engineers at the April retreat.
- The Capital Improvement Projects and Change Orders were reviewed.

GENERAL BUSINESS:

Loading Bridge Refurbishment - Staff recommends a motion to approve Refurbishment of the Loading Bridge as presented.

A motion was made by Commissioner Evans and seconded by Commissioner Swensen to approve Refurbishment of the Loading Bridge for \$130,000.00 as presented. The motion passed unanimously.

PFC Application - Staff recommends a motion to approve moving forward with a PFC application as presented.

A motion was made by Commissioner Kantorowicz and seconded by Commissioner Goetze to approve moving forward with a PFC application as presented. The motion passed unanimously.

CIP 2014: Joint Seal Replacement-Cargo Ramp - Staff recommends a motion to approve the Joint Seal Replacement of the Cargo Ramp as presented.

A motion was made by Commissioner Hoven and seconded by Commissioner Evans to approve the Joint Seal Replacement of the Cargo Ramp as presented. The motion passed unanimously.

AIRPORT AUTHORITY BOARD COMMENTS:

- Commissioner Evans welcomed the new commissioner, Dan Rooney.
- Commissioner Kantorowicz spoke about the new LA Allegiant flight and thanked the Director and staff for increasing business at the airport. He also stated that this is his six-year anniversary of being on the board and that at his first meeting, he requested that the pledge of allegiance be recited at the beginning of each meeting.
- Commissioner Rooney thanked the Director for a thorough orientation.

PUBLIC COMMENTS:

- Ben Ives commended both Commissioner Kantorowicz for bringing up the conflict of interest issue and Commissioner Talcott for the manner in which he handled the question of conflict. Mr. Ives also questioned the status of the sewer line in the GA area. Lastly, Mr. Ives commented on his support of the board decision to approve the joint seal on the Fedex ramp.

Brad Talcott, Chair

John Faulkner, Secretary