

**GREAT FALLS INTERNATIONAL AIRPORT AUTHORITY
2800 TERMINAL DRIVE, GREAT FALLS, MT 59404
BOARD MEETING MINUTES**

January 29, 2019

CALL TO ORDER

The regular meeting of the Great Falls International Airport Authority Board convened Tuesday, January 29, 2019, at 1:00 PM in the Airport Board Room. Sean Hoven called the meeting to order. Roll call was taken.

Board Members Present:	Vince Bakke	Debra Evans	Sean Hoven
	Casey Lalonde	David Smith	Todd Timboe

Staff Present:	John Faulkner	Rod Hall	Maria Kerley
	Lara Tait		

New board member, Casey Lalonde, was welcomed and sworn in by Sean Hoven.

CONSENT AGENDA:

A motion was made by Commissioner Evans and seconded by Commissioner Bakke to approve the Consent Agenda as follows:

Consent Agenda

- a. Approval of Board Meeting Minutes from November 27, 2018
- b. Payroll checks totaling (November) \$129,534.07 & (December) \$93,206.20
- c. Maintenance & Operations checks (November) #24313-24387 totaling \$349,210.39
(December) #24388-24444 totaling \$850,523.03
- d. Approve Passenger Facility Charge totaling (November) \$60,000 & (December) \$60,000
- e. Financial Reports for November & December

The motion passed unanimously.

DIRECTOR'S REPORT:

Director Faulkner reported on the following:

- o The Instrument Landing System (ILS) is down due to a malfunction but we are hoping to have it up by tomorrow.
- o The Cat III will go down for a few months until the array issue is fixed.
- o The Airport ended the year up 4% on enplanements mostly due to United flights to Chicago and Denver. Daily Chicago flights will again begin in June and run through August or hopefully through Labor Day.
- o A construction update was given.
- o We are close to finalizing the airline settlement for the year. It should be approximately \$80,000 back to the airlines.

- o Delta will be visiting tomorrow.
- o The meeting with the City in regards to street assessments will be 2-12-19.
- o An update was given on the Oakwells' transition.

GENERAL BUSINESS:

1:27 Election of Board Officers

Nominations were opened for Chairman of the board. Commissioner Bakke nominated Commissioner Hoven with a second from Commissioner Smith. A unanimous vote elected Commissioner Hoven to the Chairman position.

Nominations were opened for Vice-Chairman of the board. Commissioner Evans nominated Commissioner Bakke with a second from Commissioner Smith. A unanimous vote elected Commissioner Bakke to the Vice-Chairman position.

1:29 Capital Project: Runway 3-21 Improvements and Maintenance

A motion was made by Commissioner Bakke and seconded by Commissioner Evans to approve the Capital Project: Runway 3-21 Improvements and Maintenance not to exceed \$1.2 Million as presented. The motion passed unanimously.

1:43 RFP Protest Policy Revision to Procurement Policy

A motion was made by Commissioner Evans and seconded by Commissioner Bakke to approve the RFP Protest Policy Revision to Procurement Policy as presented. The motion passed unanimously.

1:52 Assignment of Front Range Agreement


A motion was made by Commissioner Evans and seconded by Commissioner Smith to approve the Assignment of the Front Range Agreement as presented. The motion passed with 5 in favor (Evans, Hoven, Lalonde, Smith, Timboe) and Commissioner Bakke abstaining from the vote.


AIRPORT AUTHORITY BOARD COMMENTS:

- o Commissioner Evans stated for the record that she was reappointed by the County for a 3-year term.
- o Commissioner Hoven thanked Commissioner Bakke for accepting the Vice Chair position.

PUBLIC COMMENTS:

- o Chris Dodge asked if other 2019 projects needed to be reviewed.
- o Dwight Holman discussed his new fuel farm and announced it was ready for business.


Sean Hoven, Chair


John Faulkner, Secretary