

Valley County Airport Commission  
Tuesday December 12, 2023  
Wokal Field Airport Terminal Building  
89 Airport Road  
Glasgow, MT

PRESENT: Jayson Nelson, Joe Reyling, Darrell Morehouse, Kristie Brabeck, Russell Leader, Manager Lucas Locke, Secretary Darcia Schindler

ABSENT:

OTHERS: Commissioner Tweten, Jim Greil – DOWL, Andrea Friedrich – DOWL, Roy Hughes

The meeting was called to order at 6:00 p.m. by Chairman Jayson Nelson, Chairman Nelson called for public comment.

November 14, 2023, meeting was reviewed.  
A motion was made by Joe Reyling and seconded by Kristie Brabeck to approve the minutes.  
Motion carried.

November Claims

The following claims were presented for review and approval.

Arch's	Repairs	110.00
City of Glasgow	Utilities	37.57
City Service Valcon	Jet Fuel	38,236.40
DOWL	Master Plan	8,162.60
Ezzie's	Airport Fuel	2,147.91
Hi-Line Ford	Repairs	333.44
John Deere Financial	Supplies	28.55
John Deere Financial	Supplies	5.45
Markle's Inc.	Supplies	73.97
Markle's Inc.	Supplies	103.69
Markle's Inc.	Supplies	315.46
Markle's Inc.	Supplies	227.78
Markle's Inc.	Supplies	104.48
MDU	Utilities	139.24
Montana Aeronautics Division	Supplies	276.24
Montana Aeronautics Division	Supplies	128.64
NorthWestern Energy	Utilities	1,794.29
NorVal Electric	Utilities	65.91
O'Reilly's	Supplies	48.98
ProFlo Industries	Repairs	155.81
Scottie Express Wash	Purchased Services	3.38
Torgerson's	Repairs	5.71
Visa ~ Airport Card	Supplies	1,915.75

A motion was made by *Kristie Brabeck* and seconded by Darrell Morehouse to approve the claims. Motion carried.

FINANCE REPORT:

Cash Balance on November 1, 2023,	\$130,220.45
Income	61,801.51
Expenses	-94,654.78
Cash Balance on November 30, 2023,	\$97,367.18

FUEL SALES REPORT

Jet Inventory:	6,200	
Purchased 10,000 gal	11/16/2023	\$3.82
Our Current Price:		\$5.35
Current wholesale:	11-Dec	\$3.39
Our Markup:		\$1.53
100LL Inventory:	3,500	
Ordered 10,000	10/17/2023	\$4.71
Our Current Price:		\$5.90
Current Wholesale:	11-Dec	\$4.19
Our Markup:		\$1.19

AIRPORT MANAGER’S REPORT

Staffing:	Gage Crum gave his two weeks notice. His last day is December 22.
Credit Card POS:	New credit card reader has been setup.
Hangar Door:	Commercial hangar door is repaired. Requesting a quote from Schweiss Door, Midland Door
City Service:	Sawyer called to ask about us upgrading to the new self-serve system. Prices go up on Jan 1. We can get the order in before then and still install it later. Reminder that City Service has offered to purchase the new unit with a new contract. We would still have to pay for the installation.  Airport Board gave permission to Manager Lucas Locke to go head with City Service’s new contract. Which will be for five years.
TSA Office Lease:	I proposed \$4.00 per square foot to TSA, it is being considered.
Carpet Cleaning:	Rented a carpet cleaner from Markle’s.
Equipment:	Oshkosh has returned from Thompson’s
Upcoming Travel:	Essential Air Service Meeting in Billings: January 11, 2024  MDT Loan & Grant Meeting in Helena: January 17-18, 2024  Montana Aviation Conference February 29 – March 2, 2024 Butte Copper King Convention Center \$110+tax per night. Conference Fees and Meals \$308

CAPE AIR REPORT  
No Report

DOWL REPORT  
Note - New or changed information from last report is highlighted in grey.  
Attachments to this report

- CIP - DRAFT for Discussion

PROJECTS

- REIL Replacement / Seal Coat - Design Project (FAA AIP 021-2020)
- Project work 100% completed and fully reimbursed by the FAA.
- Master Plan / Aerial Survey / ALP (FAA AIP 024-2021)
- 3 alternatives discussed and agreed upon by GGW & FAA March 2023.
  - 2<sup>nd</sup> AC meeting held May 10<sup>th</sup> (alternatives). June GGW Brd - no consensus on preferred alt.

- Public open house held August 8<sup>th</sup> from 3:30 to 6:00 at STAT Air (only one POH this MP)
- Jim presented alternatives at Aug Board meeting. Alt 1 was approved.
- FAA Delphi RFR for all invoices up thru #13 submitted and paid by FAA

**Pavement Maintenance Project – Construction / CA (FAA AIP 026-2022)**

- Project work 100% completed. Final FAA closeout report submitted beginning of 2023 and resubmitted to new GGW FAA ADO PM (Tracy Stoner) Oct 2<sup>nd</sup>, 2023. Still awaiting FAA approval.
- RFR 03 for payment up to 97.5% (\$102,184.22) was submitted, approved and paid to GGW Sept.

**Vault & Electrical Upgrades – Design / CA / Construction (FAA BIL grant pending)**

- Predesign completed with FAA.
- MDT grant
  - Submitted request November / represented GGW at Jan 2023 meeting.
  - GGW awarded \$30,005 grant at meeting (in support of sponsor’s share)
- Scope / Fees Developed
- Environmental NEPA approved FAA (March 1<sup>st</sup> deadline)
- Independent Fee Estimate (IFE) completed March 13<sup>th</sup>.
- Scope / Fees & Record of Negotiation (RON) delivered to FAA for approval on March 17<sup>th</sup>.
- FAA approved RON on April 26<sup>th</sup>.
- DOWL submitted Task Order (TO) to GGW for signature(s). TO signed by GGW June 6<sup>th</sup>.
- Design 100% complete / DOWL worked with Sand Electric for on-site info.
- Plans, Specs & Est completed. Bid ads in Aug. Bid open date was Sept 13<sup>th</sup> at 10:00 in GGW.
- 2 bidders submitted (Pavlik \$286,000 & Spencer \$357,960).
- ROA to Pavlik sent to GGW and approved. FAA approved Pavlik ROA Sept 28<sup>th</sup>.
- DOWL issued NOA to Pavlik
- Pavlik expects construction may be postponed until fall of 2023 due to supply issues.
- DOWL has submitted FAA grant ap(s) for the total project amount.
- CIP Breakdown:

2024 Project (90%)		Electrical Upgrades & Vault – Design / CA & Construct	
NPE	-\$29,904	Total cost est. \$553,227	
BIL	-\$468,000	(Design/Inspect/CA \$249,089 / Bid \$286,000 / +3 pull boxes \$14,238 / IFE \$3,900)	
		Total 90% FAA Match = \$497,904 – Local Match \$55,323)	

- Tentative Schedule (Design & Construction):
  - ~~PreDesign Follow Up Meeting~~ ~~Nov 18, 2022~~
  - ~~MDT Grant Ap Submit~~ ~~Nov 15, 2022~~
  - ~~OEAAA Early Proj Coord Form~~ ~~Dec 2022~~
  - MDT Grant Hearing Jan 2023
  - ~~NEPA Compliance / Approval~~ ~~Feb / Mar 2023~~
  - Scope / Fees / IFE / RON Mar 2023
  - FAA RON approval Apr 2023
  - TO signed by GGW May 2023
  - ~~NPE Transfer Docs to FAA~~ ~~None Pending~~
  - ~~Design Project 90% Submittal~~ ~~Jul 2023~~
  - FAA Design Approval Sep 2023
  - ~~Contract / Bid Advertisement~~ ~~Sep 2023~~
  - ~~Bid ROA / NOA / FAA BIL Grant Ap~~ ~~Dec 2023~~
  - FAA BIL Grant Award Jan 2024
  - NTP / PreCon / Kickoff meeting Feb 2024
  - Project Construction TBD (possible supply issues)
  - Project Closeout TBD

**Hangar Door Repair - (FAA AIP TBD pending)**

- Lucas informed us just recently of the issue with the GGW hangar door. We have begun some investigation as to what (if any) FAA funding may be eligible to help with replacement of the door and related items. Generally speaking, rehabilitation (NOT Maintenance) projects on rev gen facilities are eligible under AIP, however, if NPEs are used, in whole or in part, the airport must certify all airside needs are met AND understand that SA or Disc funding requests may not be considered for 3 years following the grant. The SA and Disc funding limitation does NOT apply when only BIL funding is used, therefore, it may be best to try and us use BIL funding for the repairs. We will discuss further during the Board meeting.

**CAPITAL IMPROVEMENT PLAN (CIP)**

- CIPs for 2023 were due lo later than Sept 1st (45 days earlier than past deadlines).
- GGW approved and signed draft CIP as submitted at Aug Board meeting.
- DOWL completed all required forms and submitted CIP to MDT/FAA before Sept 1st.

- At the FAA’s ADO GGW meeting in October, the FAA informed GGW that there will be no more discretionary or state apportionment funding available for the near future. As a result, GGW will need to reassess and redevelop their current CIP, and resubmit it to the FAA. This change represents both good and bad new for GGW. While GGW is now relieved of the burden of the taxiway realignment (for now) and can pursue projects that the GGW Board deems the most important, it also represents a significant blow to overall FAA funds that might be available in the immediate future. DOWL will discuss alternatives to the CIP and future projects at the Dec meeting and produce an alternative CIP to the Board for review afterwards.
- The FAA informed GGW that expected BIL funding for the next two years will likely be reduced from \$159,000 to \$144,000. DOWL has updated the current draft GGW CIP to reflect this
- **Recap – What are NPE & BIL Funds?**
  - **NPE** – (Non-Primary Entitlement) GGW is eligible to receive up to \$150,000 each year from the FAA for use towards FAA eligible projects, at 90% of match. NPE amounts are allocated to GGW based on projects within the GGW CIP over the next 5- year period.
  - **BIL** – (Bipartisan Infrastructure Law) GGW will be awarded **\$159,000** per year, for the next 5 years, starting in 2022. BIL funds are similar to NPEs but follow FAA “Passenger Facility Charge” (PFC) rules. Abbreviated Highlights are:
    - 5% local match (NPEs are 10% usually)
    - Slightly more flexible than NPE funds
    - Cannot be transferred between airports like NPE funds.
    - Accrue and expire like NPE funds (3yrs to hold, but must be obligated in 4<sup>th</sup> year)
    - Can be used in conjunction with NPE funded projects but requires separate grant & administration.
    - Like NPE’s, BIL funds cannot be used towards a sponsor’s 10% match requirement.

**NPE Transfer(s)**

**Pending**

- **To 6SO** - As per Board discussion, GGW has agreed to honor the previously expired Big Timber NPE recip agreement (as reflected in CIP) – DOWL prepared the transfer agreement for FY-2024 and submitted to GGW reps for signatures Nov 2023. GGW reps returned signed agreement 12- 7-23. DOWL has submitted the transfer agreement to the FAA.
- **To CII** – As per existing agreement, \$50,000 may be transferred back to CII in 2024 (recip for transfer to GGW in 2021) CII may allow a delay, but GGW will keep in CIP to be paid for now.

**FAA Annual Reporting – DBE, SF425, SF 271, and related.**

- **DBE**
  - **FAA DBE Program (CII)** – The FAA DBE Program for GGW was previously submitted by DOWL on behalf of GGW and approved. This program is updated only when specific requirements addressed in FAR Part 26 rules require a change.
  - **FAA DBE 3-year Program Goals (CII)** – FAA DBE Goals are an appendix to the approved FAA DBE Program (above) and must be updated every 3 years. They were last due August 2023 (for fiscal years 2024, 2025 & 2026). DOWL submitted DBE goals on behalf of GGW in July 2023. FAA approved GGW DBE goals Sept 6<sup>th</sup>. GGW DBE goal is 10.99% Race-Neutral.
  - **FAA FY 2023 annual DBE achievement (uniform) report** – FAA annual DBE achievement reports are due every year on Dec 1<sup>st</sup>. DOWL (Megan Zollars) submitted the annual report on behalf of GGW to the FAA on 11-27-23.
- **SF 425**
  - Reports are due annually every year and reflect FAA AIP expenditures for that current fiscal year

**MDT Grant & Loans**

**FY-2023 Awards (granted January 2022)**

- **thru July**

**May 19, 2023**

Airport Project	Estimated Project Cost	Sponsor Funds Match	Amount Requested GRANT	Amount Requested LOAN	Aero Board Allocation GRANT	Aero Board Allocation LOAN
GLASGOW (WOKAL FIELD/GLASGOW-VALLEY COUNTY)						
Rehabilitate Runway	\$430,000	\$43,000	\$43,000	\$0	\$38,700	\$0
Rehabilitate Taxiway	\$130,000	\$13,000	\$13,000	\$0	\$11,700	\$0

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The funds above were in support of the recently completed pavement maintenance project.

- RFR for these funds was processed by MDT Dec 28<sup>th</sup>, 2022

**FY-2024 Awards (granted January 2023)**

• Available July 1, 2023, thru July 1, 2024 / Extension requests due May 17, 2024

GLASGOW (WOKAL FIELD/GLASGOW-VALLEY COUNTY)						
Rehabilitate Runway Lighting/Electrical Vault	\$353,000	\$35,300	\$35,300	\$0	\$30,005	\$0

• The funds awarded above were in support of:

- GGW Electrical Upgrades and Vault. These funds have not been requested (RFR) yet – An RFR will be submitted after issuance of FAA BIL grant for electrical project.

**FY-2025 MDT L&G Application (to be awarded January 2024)**

- MDT FY 25 grant applications are due November 15<sup>th</sup>, 2024. DOWL has submitted MDT grant applications for the following projects and amounts on behalf of GGW:
  - GGW – Electrical Vault Project (summer 2024) - \$25,318 (represents remaining 10% local required match costs not currently covered by the existing MDT FY 24 grant award from last year (\$30,005).
- The MDT grant hearing / awards meeting dates have been announced as January 17<sup>th</sup> & 18<sup>th</sup>. DOWL **STRONGLY** recommends that a representative from GGW travel to the meeting on Dec 18<sup>th</sup> to help present the request for MDT grant funds for your projects.

**Other**

- Merry Christmas and Happy New Year!

**FAA CIP NARRATIVE DESCRIPTION – DRAFT FOR DISCUSSION**  
**Glasgow / Wokal Field (GGW)**

**Updated – 12/8/23 (As per changes discussed at FAA FAA ADO meeting 10-23-23)**

**CIP and FAA NPE / NPE Plan**

*Note – this narrative does **NOT** include FAA Covid relief funds*

**LEGEND**

Black	NPE & BIL Annual Earmarks (Assumed NPE Income & BIL funds)
FY Project	Project scheduled to begin that FY
Red	NPE & BIL Project Expenses (Does NOT including SA or Disc spending)
Orange	NPE Transfers OUT to other Sponsors
Purple	NPE Transfers or Recips IN from other Sponsors Green
State Apportionment (SA) or Discretionary (Disc)	
	<b>Awarded MDT Grants / Loans &amp; Notes</b>
Blue	FY Sponsor Match Required for Projects

FISCAL YEAR	FAA AIP	Notes <b>2020</b>
<b>2019 NPE Carryover</b>	<b>\$151,493</b>	(as reported by FAA
3/26/2019) 2020 NPE		+ \$150,000
<b>2020 Project (100%)</b>		<b>Pave Maint – Design (Rwy 12/30, 8/26, twy C, Apron)</b>
NPE	-\$88,450.84	Total cost - \$88,450.84
		\$84,650.84 (DOWL contract)
		\$3,800.00 (Lochner IFE - not included in original grant)
<b>2020 Project (100%)</b>		<b>REIL Replacement – Design / CA / Construction</b>
NPE	-\$101,165.90	Total cost - \$101,165.90
		\$35,705.90 (DOWL design / CA contract)
		\$65,460.00 (Pavlik Bid)
Remaining NPE	\$134,000	
<b>ENDING BALANCE</b>	<b>\$134,257</b>	(as reported by Scott in phone call - 6/3/21)
2020 GGW Match	\$0	<b>CARES Act pays 100% of 2020 projects</b>
		<b>MDT grant \$6,000 for REIL – Will not be used</b>
		<b>MDT grant \$7,500 for Txy Design - Will not be used</b>
		<b>MDT grant \$5,000 for Pave Maint Design - Will not be used</b>

2021

2020 NPE Carryover	\$134,257	(as reported by Scott in phone call - 6/3/21)	
2021 NPE	+\$150,000		
NPE Transfer IN	+\$50,000	Transfer IN - from CII (recip OUT to CII scheduled for 2024)	Completed
2021 Project (100%)		Master Plan / Aerial Survey	
NPE	-\$367,424	Total cost - \$367,424 \$363,625 (DOWL contract) \$3,799 (Lochner IFE fees / bid ads)	

Remaining NPE	\$0		
ENDING BALANCE	\$0	(estimated, as per conversation with Summer 2021)	
2021 GGW Match	\$0	CARES Act pays 100% of 2021 projects (MDT grant applied for fall 2020 – unsuccessful)	

2022

2021) 2022 NPE	+\$150,000	(estimated, as per FAA Summer	
2022 BIL	+\$159,000		
2022 SA	+\$350,000	(In support of) Pave Maintenance Project	
2022 Project (90%)		Pavement Maint Project – Construction / CA	
NPE	-\$150,000	Total cost est. \$556,000 - Rwy 12/30, 8/26, twy C,	
Apron BIL	-\$0		
SA	-\$350,000		
Remaining NPE	\$0		
Remaining BIL	\$159,000		
ENDING BALANCE	\$159,000	(Assuming NO NPE recip transfer to Big Timber)	
2022 GGW Match	\$4,600	MDT FY23 grant awarded \$15,000 for Crack Seal Construct	

2023

2022 Carryover	NPE	\$0	
(Estimated) 2022 Carryover BIL		\$159,000	
(Estimated) 2023 NPE		+\$150,000	
2023 BIL		+\$159,000	
2024 Projects (90%)		No Scheduled Project 2023 (FAA requested we delay the electric vault grant application until FY24)	
Remaining NPE	\$150,000		
Remaining BIL	\$309,000		
ENDING BALANCE	\$459,000		
2023 GGW Match	\$0		

2024

2023 Carryover	NPE	\$150,000	
(Estimated) 2023 Carryover BIL		\$309,000	
(Estimated) 2024 NPE		+\$150,000	
2024 BIL		+\$159,000	
2023 Transfer OUT		-\$150,000	Recip OUT - to Big Timber (Expired agrmnt - GGW Board (Aug 2023 meeting) pay as soon as able)
2024 Project (90%)		Electrical Upgrades & Vault – Design / CA & Construct	(Agreement Pending)
NPE	-\$29,904	Total cost est. \$553,227	
BIL	-\$468,000	(Design/Inspect/CA \$249,089 / Bid \$286,000 / +3 pull boxes \$14,238 / IFE \$3,900) Total 90% FAA Match = \$497,904 – Local Match \$55,323)	
Remaining NPE	\$120,000		
Remaining BIL	\$0		
ENDING BALANCE	\$0		
2024 GGW Match	\$25,323	MDT FY24 grant awarded \$30,005 for Electrical & Vault Will apply for MDT grant for remaining \$25,323 fall of 2023	

2025

2024 Carryover NPE	\$120,000	(Estimated)
2024 Carryover BIL	\$0	(Estimated)
2025 NPE	+\$150,000	
2025 BIL	+\$144,000	
2025 Project (90%)		?????????? ??????????
NPE	-\$0	Total cost est. \$???,??? BIL
BIL	-\$0	
Remaining NPE	\$270,000	
Remaining BIL	\$144,000	
ENDING BALANCE	\$414,000	
2025 GGW Match	\$0	

Will apply for MDT grant for 2025 projects fall of 2024

2026

2025 Carryover NPE	\$270,000	(Estimated)
2025 Carryover BIL	\$144,000	(Estimated)
2026 NPE	+\$150,000	
2026 BIL	+\$144,000	
2026 Project (90%)		?????????? ??????????
NPE	-\$0	Total cost est. \$???,??? BIL
BIL	-\$0	
Remaining NPE	\$420,000	
Remaining BIL	\$288,000	
ENDING BALANCE	\$708,000	
2026 GGW Match	\$0	

Will apply for MDT grant for 2026 projects fall of 2025

2027

2026 Carryover NPE	\$420,000	(Estimated)
2026 Carryover BIL	\$288,000	(Estimated)
2027 NPE	+\$150,000	
2027 Project (90%)		Pavement Maintenance – Design
NPE	-\$150,000	Total cost est. \$167,000 – All eligible rwys
Remaining NPE	\$420,000	
Remaining BIL	\$288,000	
ENDING BALANCE	\$708,000	
2027 GGW Match	\$17,000	

Will apply for MDT grant fall of 2026

2028

2027 NPE Carryover	\$708,000	(Estimated)
2028 NPE	+\$150,000	
2029 SA	+\$500,000	(In support of) Pavement Maintenance Project
2029 Project (90%)		(Currently in FAA ACIP as of 2023)
NPE	-\$TBD	Pavement Maintenance Project – Construction / CA
SA	-\$TBD	Total cost est. \$722,000 – All eligible pavements
Remaining NPE	\$TBD	
ENDING BALANCE	\$TBD	
2028 GGW Match	\$72,000	

Will apply for MDT grant for 2028 projects fall of 2027

2029

2028 NPE Carryover	\$TBD	
(Estimated) 2029 NPE	+\$150,000	
2029 Project (90%)		No Scheduled Project 2029
Remaining NPE	\$TBD	
ENDING BALANCE	\$TBD	
2029 GGW Match	\$TBD	

Will apply for MDT grant for 2029 projects fall of 2028

2030

2029 NPE Carryover	\$TBD	
(Estimated) 2030 NPE	+\$150,000	
2030 Project (90%)		No Scheduled Project 2030
Remaining NPE	\$TBD	

<b>ENDING BALANCE</b>	<b>\$TBD</b>	
2030 GGW Match	\$TBD	<i>Will apply for MDT grant for 2029 projects fall of 2029</i>

NOTE – Recip (below) for NPE transfer from CII to GGW in 2021 (originally scheduled to be paid back to GGW in 2024) was requested to be delayed by both GGW Board & CII Board until it can be used for a scheduled project. GGW agreed to work out a time later to pay back recip to CII.

NPE Transfer OUT	-\$50,000	Recip OUT – to CII	(not currently scheduled)
			(Recip for transfer to GGW in 2021 - CII is amenable to delaying or canceling)

NOTE – Big Timber transferred GGW \$400,000 of NPEs in 2017 (in support of GGW rev gen fuel system). Original recip agreement called for repayments in 2018, 2019 and 2020. Only one recip was paid back so far in 2018 (\$150,000) and the original agreement has since expired. GGW has agreed to a second recip of \$150,000 to be paid in 2024. Big Timber will still owed \$101,032 if GGW decides to repay all funds. GGW will try and find a time to pay back final recip when feasible.

NPE Transfer OUT	-\$101,032	Recip OUT – to 6SO (Big Timber)	(not currently scheduled)
			(Recip for transfer to GGW in 2017 – Big Timber has not requested as of yet)

**AIRPORT PRIORITIES / GOALS -DRAFT FOR BOARD DISCUSSION**

- Completion of Current Master Plan / AGIS / ALP (Underway)
- Completion of Electrical Vault Upgrades (Underway)
- Hangar Door Rehabilitation (not maintenance) if FAA AIP eligible
  - FAA proj requirements include Enviro (Jan 15<sup>th</sup>) / Project Design / Bid (or small procurement under \$150,000) / Other typical FAA project cost requirements
- SRE Equipment Upgrades (Oshkosh broom with blower)
- Pavement Maintenance as eligible (crack and seal)
- Apron / Twy C Pavement Reconstruction
- Terminal Upgrades & expanded Rev Gen Hangars
  - SA & Disc funding is NOT allowed for Rev Gen or Terminal Projects
  - NPEs / BIL and Sup Disc may be used, if available, however, if NPEs are used, the airport is prohibited from requesting or using any FAA SA or Disc funding for the next three years from the Rev Gen / Terminal Project (BIL & PFCs are excluded from this rule)
- Repayment of NPEs
- Ponding Issues / high-water issues around apron & hangar areas
  - Fuel Farm adjustments
  - FAA towers to north mitigation
- Twy realignment is NOT a Board priority but was originally considered a priority by the FAA. The FAA no longer considers the realignment a priority now (as per 1-23-23 FAA ADO meeting with GGW). FAA confirmed that it must be shown on the ALP however.
  - FAA stated that the reason it was originally an FAA priority was because of the former Part 139 status and incompatible geometry, but in lieu of significant FAA funding issues, it no longer is a priority.

**NEW BUSINESS:**

**OLD BUSINESS**

Discussion was held on the pasture lease. Mr. Hughes stated that he was done arguing with the Airport Board. He suggested cancelling the pasture lease with Brodie Boreson unless the Airport Board was willing to help with some of the maintenance of the pasture fence. Chairman Nelson explained the Airport Board did not want that to happen. The board was concerned with purchasing a lot of fencing for a high price. The Board did not feel they were financially able to make a large purchase. Mr. Hughes explained they wanted the Airport Board to help with a little maintenance every year for the duration of their lease. The lease expires March 31, 2028, the lease is for \$2,925.00 a year.

A motion was made by Kristie Brabeck and seconded by Joe Reyling to purchase 2 bundles of t-post (roughly 50 to a bundle), 5 corner posts, 3 rolls of Red Barb wire, and a bag of clips. Manager Lucas Locke will order the supplies. Motion carried.



Hinsdale Airport: Commissioner Tweten relayed to the Airport Board that Dean Jensen has 3 properties by the Hinsdale Airport which he would like to annex together as one and limit the access through his properties to the Hinsdale Airport.

Manager Lucas Locke informed the Airport Board he emailed the FAA on the Fort Peck Lighting grant to see what the expected from the board to get this paid back or cleared up. Mr. Locke has not heard back from the FAA yet.

TSA lease renewal was discussed. The new lease increased \$0.40 per sq. ft. It is a five-year lease with a 2% increase each year, with an option to do two-five-year extensions. TSA would like new carpet in the TSA office area with the new lease. The Airport staff rented a carpet cleaner and cleaned the carpets in the terminal.

**OTHER BUSINESS**

Manager Lucas Locke informed the Airport Board the valve replaced by O'Day on the fuel farm is faulty. O'Day ordered a new valve and will replace the valve with the new one when they receive it.

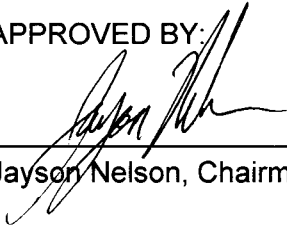
**PUBLIC COMMENT**

A motion was made by Darrell Morehouse to adjourn the meeting and seconded. By Joe Reyling. Motion carried.

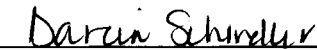
Adjourned at 7:30 p.m.

The next meeting is January 9, 2024, at 6:00 PM.

APPROVED BY:

  
Jayson Nelson, Chairman

SUBMITTED BY:

  
Darcia Schindler, Secretary