

Valley County Airport Commission
Tuesday March 12, 2024
Wokal Field Airport Terminal Building
89 Airport Road
Glasgow, MT

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

ABSENT: Jayson Nelson

OTHERS: Commissioner Tweten, Matt Earls

The meeting was called to order at 6:00 p.m. by Vice-Chairman Russell Leader, Vice-Chairman Leader called for public comment.

February 13, 2024, meeting minutes were reviewed.

A motion was made by Joe Reyling and seconded by Kristie Brabeck to approve the minutes. Motion carried.

February Claims

The following claims were presented for review and approval.

Arch's Tire Service	Repairs	22.00
Big Valley Water	Supplies	14.00
Car Quest	Supplies	4.45
City of Glasgow	Utilities	37.65
City Service Valcon	Jet Fuel	22,455.18
DOWL	Master Plan	19,346.17
DOWL	Electrical Upgrades & Vault Install	5,267.90
Ezzie's	Airport Fuel	1,756.50
Ezzie's	Airport Fuel	59.32
Markle's Inc.	Supplies	75.93
Markle's Inc.	Supplies	75.93
Markle's Inc.	Supplies	60.95
Markle's Inc.	Supplies	49.99
Markle's Inc.	Supplies	54.58
Markle's Inc.	Supplies	41.97
MDU	Utilities	1,585.50
Northern Montana Textile Services	Purchases Services	34.83
NorthWestern Energy	Utilities	1,929.53
NorVal Electric	Utilities	32.10
O'Day Equipment	Purchased Services	669.00
O'Reilly's	Supplies	224.84
O'Reilly's	Supplies	268.87
O'Reilly's	Supplies	148.28
Triple A Glass	Repairs	565.00
Visa ~ Airport Card	Supplies	140.88

A motion was made by Joe Reyling and seconded by Darrell Morehouse to approve the claims. Motion carried.

FINANCE REPORT:

Cash Balance on February 1, 2024,	\$57,333.38
Income	47,273.91
Expenses	<u>-29,543.90</u>
Cash Balance on February 29 ,2024,	\$75,063.39

FUEL SALES REPORT

Jet Inventory:	6,700	
Purchased 6,000 gal	2/14/2024	\$3.74
Our Current Price:		\$4.90
Current wholesale:	5-Mar	\$3.61
Our Markup:		\$1.16

100LL Inventory:	3,700	
Purchased 8,000 gal	12/28/2024	\$4.36
Our Current Price:		\$5.50
Current Wholesale:	5-Feb	\$4.81
Our Markup:		\$1.14

AIRPORT MANAGER’S REPORT

Wibaux Wind Farm:	Attached notification of the proposed wind farm.
L3 Harris ADS-B:	Attached Lease renewal for ADS-B tower.
Staffing & Schedule:	Ray Campos, started Feb 5 th . Robert gave notice, then decided to stay with a modified schedule. Call out schedule: Nobody on call Friday & Saturday. No call out after 2am Call Out Pay/Fees: Attached 2023 call out information. Employee raises and call out pay.
Equipment:	Signed agreement with O’Day to install QTpod. The block heater on Avgas truck started leaking. Replaced it ourselves. Oil change. Transmission Fluid Firetruck
Projects:	Building cart for tables and chairs Rebuilding the tow behind mower for ditch banks.
Runway Ice Melt:	Stat Air is considering buying FAA approved ice melt. Each Super Sack (metric ton) \$2,711.66
Terminal Lighting:	Have not been able to get a quote for new lighting on the back of the terminal. Will also get a quote for lighting in TSA checkpoint, occupancy sensor in FedEx.
Non-AIP Projects:	Move diesel tank to fabric building. New garage door for lean to on City Hangar. Concrete pad between CFR and SRE buildings. Concrete in front of fuel cabinets. Tilt Up gate wiring and detection loop replacement. Terminal Windows Terminal Carpet Hangar Doors

CAPE AIR REPORT

No Report

DOWL REPORT

2025			
2024 Carryover NPE	\$100,000	(Estimated)	
2024 Carryover BIL	\$0	(Estimated)	
2025 NPE	+\$150,000		
2025 BIL	+\$144,000	(Estimated)	
2025 Project (90%)		No Scheduled Projects	
NPE	-\$0	Total cost est.	\$0
BIL	-\$0		
Remaining NPE	\$250,000		
Remaining BIL	\$144,000		
ENDING BALANCE	\$394,000		
2025 GGW Match	\$0	Will apply for MDT grant for 2025 projects fall of 2024	
2026			
2025 Carryover NPE	\$250,000	(Estimated)	
2025 Carryover BIL	\$144,000	(Estimated)	
2026 NPE	+\$150,000		
2026 BIL	+\$144,000	(Estimated)	
2024 Project (90%)		SRE Equip – Design & Acquisition	
NPE	-\$400,000	Total cost est.	\$900,000
BIL	-\$288,000	(est Design/Inspect/CA \$100,000 / est Bid \$800,000 - Proj will require:	
		all FAA funds (\$688,000) + 10% local match (\$76,000) + MDT grant (\$135,556)	
Remaining NPE	\$0		
Remaining BIL	\$0		
ENDING BALANCE	\$0		
2026 GGW Match	\$211,556	Will apply for MDT grant for 2026 projects fall of 2025	
2027			
2026 Carryover NPE	\$0	(Estimated)	
2026 Carryover BIL	\$0	(Estimated)	
2027 NPE	+\$150,000		
2020 Project (90%)		Pave Maint – Design (all eligible pavement)	
NPE	-\$135,000	Total cost -	\$150,000
Remaining NPE	\$15,000		
ENDING BALANCE	15,000		
2026 GGW Match	\$15,000	Will apply for MDT grant for 2027 projects fall of 2026	
2028			
2027 Carryover NPE	\$15,000	(Estimated)	
2028 NPE	+\$150,000		
2028 Project (90%)		No Scheduled Projects	
NPE	-\$0	Total cost est.	\$0
Remaining NPE	\$165,000		
ENDING BALANCE	\$165,000		
2026 GGW Match	\$0	Will apply for MDT grant for 2028 projects fall of 2027	
2029			
2027 Carryover NPE	\$165,000	(Estimated)	
2029 NPE	+\$150,000		
2029 Project (90%)		No Scheduled Projects	
NPE	-\$0	Total cost est.	\$0
Remaining NPE	\$315,000		
ENDING BALANCE	\$315,000		
2026 GGW Match	\$0	Will apply for MDT grant for 2029 projects fall of 2028	
2030			
2029 NPE Carryover	\$315,000	(Estimated) 2029	
NPE	+\$150,000		
2030 Project (90%)		Pave Maint – CA & Construct (all eligible pavement)	
NPE	-\$465,000	Total cost est.	\$830,000
		(est Design/Inspect/CA \$130,000 / est Bid \$700,000 - Proj will require:	
		all FAA funds (\$465,000) + 10% local match (\$52,000) + MDT grant (\$313,000)	
Remaining NPE	\$0		
ENDING BALANCE	\$0		
2026 GGW Match	\$313,0000	Will apply for MDT grant for 2030 projects fall of 2029	

PENDING TRANSACTIONS STILL TBD

NPE RECIP TRANSFER TO CII

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)

NPE RECIP TRANSFER TO 6SO

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 FOR BOARD DISCUSSION

- Completion of Electrical Vault Upgrades (Underway)
- Payback of last NPEs to Big Timber - completed
- Acquisition of SRE Equipment
 - Similar to MB Broom and Blower with separate quick change snowplow attachment.
 - Est cost \$900,000
- Pavement Maintenance / Apron Reconstruction as able
 - Est cost \$830,000 - \$2.0 mil depending
- Taxiway C Reconstruction / electrical upgrades (with signs upgrades)
 - Est cost \$1.5 mil - \$2.5 mil
- Runway 8/26 Reconstruction / Overlay (assuming eligibility)
 - Est cost \$1.2 mil
- 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)
- 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.

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.
- 2nd AC meeting held May 10th (alternatives). June GGW Brd - no consensus on preferred alt.
- Public open house held August 8th 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
- Jim, Andrea and Lucas met with Jared and Tracy Jan 27th to discuss draft GGW ALP & forecast. ALP close to final approval, minor revisions will be completed and sent to FAA soon. GGW forecast tentatively approved by Jared. Official forecast pending.

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 2nd, 2023. Still awaiting FAA approval.
- RFR 03 for payment up to 97.5% (\$102,184.22) was submitted, approved and paid to GGW Sept.
- FAA grant amendment request, as required, approved by FAA Feb 1st, 2024.
- FAA final close pending final Delphi submission – DOWL will submit soon.

Vault & Electrical Upgrades – Design / CA / Construction (FAA BIL grant pending)Project items completed to date:

- Predesign completed with FAA Nov 18th 2023
- MDT grant submitted Nov 15th, 2023
 - Submitted request November / represented GGW at Jan 2023 meeting.
 - GGW awarded \$30,005 grant at meeting (in support of sponsor's share)
- OEAAA Early Proj Coord Form Dec 2022
- MDT Grant Hearing Jan 2023
- NEPA Compliance / Approval Feb / Mar 2023 (Mar 1st deadline)
- IFE Mar 13th
- Scope / Fees & RON to FAA Mar 17th
- FAA RON approval Apr 26th
- TO signed by GGW Jun 6th
- 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
- PreDesign Follow Up Meeting Nov 18, 2022
- MDT Grant Ap Submit Nov 15, 2022

NEW BUSINESS:

Discussion was held on the lease renewal for L3 Harris ADS-B Tower. The original will end on September 30, 2025, and then become a year-to-year lease. No income has ever been accepted for this lease.

A motion was made by Darrell Morehouse to accept a lease with no income and seconded by Joe Reyling. Motion carried.

OLD BUSINESS

Discussion was held on an update for the Fort Peck Airport, Russell Leader spoke with Lanny Hanson. Lanny will be back in Fort Peck on the first of May. He will retrieve the runway lights out of his storage units then and maybe drive them back to Helena. Manager Lucas Locke contacted the MDT and they extended the time to have the lights back by June 1, 2024. Lanny Hanson informed Russell Leader he is willing to be the Fort Peck Airport Manager unless the Airport Board did the same as they did with Hinsdale and had some volunteers to help with maintenance of the airport. Mr. Hanson would step down.

A motion was made by Kristie Brabeck to table the decision of the Fort Peck Airport Manager until the next meeting and seconded by Darrell Morehouse. Motion carried.

A letter was written to Dean Jensen about the decision that was made at the February meeting and signed by Chairman Jayson Nelson.

OTHER BUSINESS

The Valley Hangar meeting will be on March 28, 2024, at 6:00 PM FAA will be at the meeting.

Manager Lucas Locke informed the Airport Board there has been a lot of sightings of coyotes on the Airport grounds.

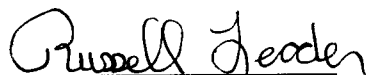
PUBLIC COMMENT

A motion was made by Kristie Brabeck to adjourn the meeting and seconded by Joe Reyling. Motion carried.

Adjourned at 6:42 p.m.

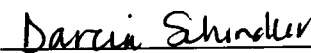
The next meeting is April 9, 2024, at 6:00 PM.

APPROVED BY:



Russell Leader Vice Chairman

SUBMITTED BY:



Darcia Schindler, Secretary