

**Airport Advisory Board Meeting Minutes
Anaconda – Deer Lodge County
March 30, 2016 – 7:00 a.m. Pilot's Lounge**



Members Present: Vice Chair Al Messer, Commissioner Terry Vermeire, Tim Casey, Greg Bahr, Jim Jonas and Nick Nardacci.

Members Absent: Airport Manager Jim Novak, Bill Willing (out of state for winter), Carol Ann Durham

Others Attending: Jodi Lechman, Secretary Planning Dept., Charly Loper, Planner I Planning Dept.

Guests: None

I. Greg Bahr called the meeting to order.

II. Approval of Minutes: Correction to minutes: Jim Jonas noted the rate for the Hangar lease should be 4¢ not .04¢; also the requested rate raise should be 8¢ not .08¢ – corrections have been made. Dr. Casey confirmed that M-M (Fence Topic) is Morrison & Mairle – the correction has been made. A motion was made by Dr. Casey to accept the minutes of the February 24, 2016 meeting. Al Messer seconded the motion. Motion carried unanimously.

III. MANAGER'S REPORT: (update provided by Greg Bahr)

Courtesy Car:

- Samples of a sign-in sheet were presented by Jodi; board members present chose a sign-in sheet with a few changes to be made. Those changes will be noted and presented at the April 27th Airport Board Meeting.
- Vehicle Condition Report sheet was also discussed, Jodi will research this and have something to present at the April meeting.
- Board members requested a locked box for the completed sign-in sheets. Once the guest completes the sign-in sheet, they can place it in the locked box to protect their confidential information (i.e. driver license #, auto insurance provider, policy #). Jodi will bring this to the April meeting.

Fence Update/Environmental Assessment:

- The only update to provide is that Jordan Construction is currently removing some of the fence in the swamp area.
- A more detailed update will be provide at the April meeting by Jim Novak.

MANAGER'S REPORT: (update provided by Greg Bahr)-continued....

Digiwx Visibility:

- The Digiwx visibility has been out for quite some time now, possibly a sensor – need a more detailed update provided by Jim at the April meeting, per Greg Bahr.
- Nick Nardacci suggests that others, maybe even just one other individual be trained on the Digiwx.

Hangar Lease:

- The rate is going to stay at the current .4cents sq. ft., vs. the proposed increased rate of .8cents per sq. ft. It was noted the the .4cents sq. ft. is a comparable rate.

IV. Old Business:

Website:

- We were not able to view the website, due to not having access to the internet. We will attempt again at the April meeting when Jim is present to get us access to the internet.
- Charly Loper provided an overview of the web-site to the board members; they just didn't get to see a visual.
- Suggestions were made to include the following to the Bowman Field Website:
 - Commissioner Terry Vermeire: Add at bottom of ADLC website – a tab for airport
 - Nick Nardacci: Add on airport site: space available for rent
 - Nick Nardacci: Add on airport site: courtesy car information
 - Jim Jonas: The website for the digiwx (<http://www.digiwx-3u3.com/>) should be added. A link to this website would be good. I often use it to see the weather conditions at the field. I would recommend this being a link above the airnav button.
 - Jim Jonas: Rules and Regulations link should be updated to the full document.
 - Jim Jonas: Map/Image should be updated. For the general public, a map showing the airport location approximate to town would be good. For pilots, and schematic similar to the one shown in the airport facility directory (http://aeronav.faa.gov/afd/31mar2016/nw_74_31MAR2016.pdf) would be good.
- Jodi will communicate the above suggestions to Casey Ferguson at Vauthier Ferguson.

Marketing:

- Paula has an upcoming meeting scheduled with Jenny Hershberger, Butte Extension Office to discuss this project further. Paula will follow-up with Jodi and an update will be provided at the April meeting.

V. New Business: None

VI. MISCELLANEOUS:

- The Peccia report was distributed to all.
- Is there a vacancy on the Airport Board? Jodi will research and report back at the April meeting.

MISCELLANEOUS (continued):

- Odor in airport lounge area – after discussion and suggestions on what this could be; it was reported by Greg Bahr that the odor was coming from the restroom area. A plumber was called, the plumber changed the wax ring at the base of the stool. The issue seems to be resolved.
- Airport Fuel Farm, Is there a timeline? Not at this time – it will be focused on after the fence is complete and the ramp upgrade is complete.
- Greg reports that there has been some steady airport traffic recently.
- Greg reports there are quite a few lights out on the runway. Jim Novak is aware of this, he will need assistance with replacing these.
- Weed control along the runway and the ramp needs to be done. Will Jim do this or do we need to contact Mike in the Weed Department.

VII. Public Comment: None

Adjourn: Nick Nardacci motioned to adjourn the meeting. Jim Jonas seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Jodi L. Lechman

Jodi L. Lechman
Secretary, Planning Department

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