

**Airport Advisory Board Meeting Minutes
Anaconda – Deer Lodge County
April 27, 2016 – 7:00 a.m. Pilot’s Lounge**



Members Present: Chair Greg Bahr, Vice-Chair Al Messer, Commissioner Terry Vermeire, Tim Casey, Jim Jonas, Nick Nardacci, Bill Willing and Airport Manager Jim Novak.

Members Absent: Carol Ann Durham

Others Attending: Jodi Lechman, Secretary Planning Dept.

Guests: None

I. Chair Greg Bahr called the meeting to order.

II. **Approval of Minutes:** A motion was made by Nick Nardacci to accept the minutes of the March 30, 2016 meeting. Dr. Casey seconded the motion. Motion carried unanimously.

III. **MANAGER’S REPORT:** (Provided by Jim Novak, Airport Manager)

Courtesy Car:

- A courtesy car sign-in sheet and vehicle condition report were presented by Jodi and accepted by board members. These were combined into one sheet; Jim started using the sign-in sheet/vehicle condition sheet April 27th.
- Jodi located a lock/security box from the Clerk and Recorder Office (there was no charge, it was an old box they no longer used) for the sign-in sheets. Jim placed the box in the Airport Lounge and it was ready for use on April 27th.

Fence Update/Environmental Assessment:

- Environmental Assessment is completed; Shaun Shea, Morrison Maierle, Inc. is waiting for the FAA to approve.
- Target start date of July 2016 and completion date of 30 days from the start date are still on track.

MANAGER’S REPORT: (continued...)

Digiwx Visibility:

- The Digiwx visibility is out again -- visibility is a requirement, needs to be a priority getting this fixed.
- Discussion took place regarding life flight and its' ability to land when Digiwx is out
- The replacement part is under warranty – this part has been lasting approximately three weeks.
- Discussed the need to buy a new Digiwx.
- Where is this purchase in our long term growth plan? Here are the priorities: 2016 Animal Fence -- 2017 Fuel Farm; need to add Ramp and Digiwx in this order to the growth plan.

Odor in lounge area:

- Saltenberger Heating-Plumbing re-set the toilet and changed the wax ring; will further discuss at the May 25th meeting to see if this actually was the cause of the odor.

Weed Control:

- Mike Marker (Weed Department, Courthouse), is not available, he is booked through the summer months.
- Jim will get an estimate from a commercial lawn/weed care company (possibly Pioneer Weed Control, Butte, MT).
- FAA recommends Sterilite; would require boom truck, laborer, approximately four hours.

Runway Lights:

- There are approximately 10 lights out; FAA states no more than 200 lights out.

IV. Old Business:

Website:

- We were again not able to view the website, due to not having access to the internet; will attempt at the May meeting.
- Jodi will follow-up with Casey Ferguson to get an update on the following changes/additions to be made 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.

Marketing:

- A new Chamber Director has been announced (Lisa Bracco); we will give her some time to get settled and then discuss with her a marketing package to be available in the Airport Lounge.
- Anaconda does have a “brand (logo), history and outdoor” information that was assembled by Vauthier/Ferguson some time back; shouldn’t have to start from scratch.

V. New Business:

- Vacancy on board – Jodi will follow-up on this – and have some additional information for the May meeting.

VI. MISCELLANEOUS: None

VII. Public Comment: None

Adjourn: Al Messer motioned to adjourn the meeting. Bill Willing seconded the motion. Motion carried unanimously.

Respectfully Submitted,

Jodi L. Lechman

Jodi L. Lechman
Secretary, Planning Department

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