

MISSOULA COUNTY AIRPORT AUTHORITY  
Special Board Meeting  
June 9, 2023  
12:00 pm – via MS Teams

THOSE PRESENT

BOARD: Commissioner Jeff Roth – Acting Chair – via MS Teams  
Secretary Treasurer Deb Poteet – via MS Teams  
Commissioner Adriane Beck– via MS Teams  
Commissioner Shane Stack – via MS Teams  
Alternate Commissioner Pat Boyle– via MS Teams  
Alternate Commissioner David Bell– via MS Teams

STAFF: Director Brian Ellestad– via MS Teams  
Deputy Director Tim Damrow– via MS Teams  
Director of Finance and Administration Will Parnell – via MS Teams  
Administrative Manager Lynn Fagan – via MS Teams

OTHERS: Shaun Shea, Morrison-Maierle – via MS Teams

Acting Chair Jeff Roth called the meeting to order and advised everyone that the meeting was being recorded.

Acting Chair Jeff Roth noted that an Alternate Commissioner needed to be seated.

Motion: Commissioner Shane Stack moved to seat Alternate Commissioner Pat Boyle.

Second: Secretary Treasurer Deb Poteet

Vote: Motion Passed Unanimously

PUBLIC COMMENT PERIOD

Acting Chair Jeff Roth asked if there was any public comment on items not on the Board's agenda. There was none.

NEW BUSINESS

Approve FAA Grant Entitlement Transfer from Deer Lodge for approximately \$565,000

Airport Director Brian Ellestad explained to the Board that Deer Lodge airport was in jeopardy of losing AIP funding. They have four years to spend their entitlements and they have been waiting on an environmental report for their project. It is common practice for airport sponsors to help each other balance their surplus or shortfall of entitlement funds. In the past few years, MSO has transferred funds to/from the Butte Airport and most recently West Yellowstone Airport. This helps the FAA, Deer Lodge and MSO. Staff had programmed in entitlement funds for next fiscal year to pay down debt on the terminal project. This will reduce our interest expense by approximately \$23,000.

Motion: Commissioner Shane Stack moved to accept the entitlement transfer from Deer Lodge Airport in the total amount of \$565,851 and the reciprocal agreement to return said funds to Deer Lodge Airport in the next fiscal year.

Second: Commissioner Adriane Beck

Vote: Motion Passed Unanimously

Pre-approval for Airport Director to accept FAA grants

Airport Director Brian Ellestad told the Board that staff is preparing a grant application to the FAA to help with funding for the terminal project. Staff was going to submit the grant at the end of the fiscal year, but the FAA has requested to fast forward the process. Because of the FAA timeline, staff is requesting pre-approval for acceptance of this grant in the amount of \$2,340,936, with MSO's matching share at \$817,967.

Acting Chair Jeff Roth asked for a motion to seat Alternate Commissioner David Bell.

Motion: Commissioner Adriane Beck moved to seat Alternate Commissioner David Bell.

Second: Secretary Treasurer Deb Poteet

Vote: Motion Passed Unanimously

Acting Chair Jeff Roth asked if there was any Board questions or public comments; there were none.

Motion: Commissioner Shane Stack moved to pre-authorize the Airport Director or Deputy Director to accept the Grant Offer for AIP-086 in the total amount of \$2,340,936 as submitted to the FAA.

Second: Commissioner Adriane Beck

Vote: Motion Passed Unanimously

Acting Chair Jeff Roth closed the meeting.