

# Driggs Reed Memorial Airport Board

November 20, 2013 5:00pm

Driggs City Hall

**Members Present:** Lou Christensen (Presiding), Charles Jones, Chris Schuehler, Jim Jackson, and Delwyn Jensen.

## **AMENDMENT TO THE AGENDA TO ADD: STATE GRANT AGREEMENT**

### **APPROVAL OF MINUTES**

The minutes from October 16, 2013 were reviewed.

**Delwyn Jensen made a motion to approve the minutes from October 16, 2013. Charles Jones seconded the motion. The motion passed with all in favor.**

### **TREASURER'S REPORT**

Chris Schuehler reviewed the report and accounts. The Board discussed payment to Mountain Lawn requesting clarification on the contract specification. Jim Jackson questioned if the invoice could be discussed at the next meeting after clarification was received.

**Delwyn Jensen made a motion to approve the payables with the exception of the invoice to Mountain Lawn until clarification was received. Charles Jones seconded the motion. The motion passed with the majority in favor. Jim Jackson voted in opposition.**

### **OLD BUSINESS**

#### **MAMA Meeting in Helena – Update from Chris Schuehler**

Chris Schuehler reviewed the events at the MAMA meeting and what was discussed. He stated the FAA suggested having a safety manual and encouraged the Board to begin to think about the contents.

#### **Crack Seal Report**

Lillian Bowen reported on the crack seal project and stated the project was completed.

### **NEW BUSINESS**

#### **Additional Security Sign**

Jim Jackson felt that additional security signs should be made for the perimeter gates.

**Chris Schuehler made a motion to allow additional security signs to be made and take the funds from the extra RDR funds. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

#### **Contract with Jviation**

The Board reviewed the contract.

**Charles Jones made a motion to approve the contract with Jviation. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

**Task Land Acquisition Services**

Lillian Bowen reported that the FAA was requiring an environmental study to be done, unlike previously thought. She further reviewed the scope of the work and explained which parcels would be purchased. She explained the process and that the Board would have to pay for the majority of the costs prior to reimbursement. She also encouraged the Board to get the project ready to receive FAA funds when they become available.

**State Grant Agreement**

Mr. Christensen explained the reasoning for the Grant Agreement and stated both the Resolution and Agreement must be approved by the City Council prior to sending them back to the State.

**Delwyn Jensen made a motion to recommend approval by the City Council of the Grant Agreement and the Resolution. Charles Jones seconded the motion. The motion passed with all in favor.**

**MOTION TO ADJOURN**

**Chris Schuehler made a motion to adjourn the meeting. Delwyn Jensen seconded the motion and the meeting was adjourned at 6:21pm.**