

**FLATHEAD MUNICIPAL AIRPORT AUTHORITY  
BOARD MEETING MINUTES**

**DATE:** April 8, 2025

**PLACE:** Glacier Park International Airport, Kalispell, Montana

**TIME:** 4:00 P.M.

**BOARD MEMBERS PRESENT:** Marc Liechti  
Curt McIntyre  
Dennis Beams  
Duncan Scott  
Rick Janisse  
Michael Jackola  
Giuseppe Caltabiano

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** Rob Ratkowski, Airport Director  
Ian McKay, Deputy Airport Director  
Laurie Pein, Director of Administration  
Daniel Reimer, Director of Development  
Michael Dickerson, Dev. and Project Coord.  
Bradley Ruben, Management Intern  
Will Monin, Management Intern  
Jennifer Donofiro, Director of Finance  
Ashley Hahn, Staff Accountant  
Charlie House, Receptionist  
Julie Salyer, Office Manager

**OTHERS PRESENT:** Damon Smith and Tim Dacey, Mead & Hunt; Justin Williams and Shawn Baker, SQD; Tia and Eric Komberec, Mission Mountain Flying; Jeff Campbell and Marty Brown, Jacob's Engineering; Chris Hogan and Julie Margetich, Covenant Group.

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**CALL TO ORDER**

The regular monthly meeting of the Flathead Municipal Airport Authority (FMAA) was called to order at 4:00 P.M. by Mr. Janisse.

**INTRODUCTION OF GUESTS**

Mr. Ratkowski introduced the guests.

## **PUBLIC COMMENTS**

None

## **APPROVAL OF MEETING MINUTES**

The meeting minutes from the March 11, 2025, regular meeting were presented and considered.

**MOTION:** Mr. Caltabiano moved to approve the March 11, 2025, Regular Meeting minutes.

**SECOND:** Mr. Jackola

**MOTION PASSED:** 7-0

## **GENERAL UPDATES**

### **Terminal Project Update**

Tim Dacey of Mead & Hunt and Shawn Baker of SQD Enterprises updated the Board regarding the terminal project.

### **Runway 2-20 Project Update**

Jeff Campbell of Jacob's Engineering updated the Board regarding the Runway 2-20 Project update.

## **BUSINESS ITEMS**

### **Business Item 1 – Covenant Group Concept Plan**

Mr. Reimer and Ms. Margetich presented this item to the Board. The Board questioned whether there would be a traffic study and were assured that would occur upon Board approval of the plan, that the development is consistent with the Master Development Plan and that a standard ground lease would be used.

**MOTION:** Mr. Beams moved to make a motion of non-objection to the concept plan submitted by the Covenant Group.

**SECOND:** Mr. Caltabiano

**ABSTAINED:** Mr. Liechti

**MOTION PASSED:** 6-0

### **Business Item 2 – Mission Mountain Flying Services GPI Hangar Concept Plan**

Mr. Reimer and Tia and Eric Komberere presented this item to the Board. The Board asked if a new well would be drilled, whether it would be discussed by near-by hangar owners and whether the Airport Director recommended approval, Mr. Ratkowski informed the Board that there would be a new well drilled; that it is not standard procedure to discuss new developments with other hangar owners; and that he does recommend approval.

**MOTION:** Mr. Scott moved to make a motion of non-objection to the concept plan for parcel N1-E submitted by Mission Mountain Flying Services with a contingency that staff solicit comments from neighboring hangar owners.

**SECOND:** Mr. Liechti

**ABSTAINED:** Mr. Caltabiano

**MOTION PASSED:** 6-0

#### **Business Item 3 – Change Order 054 – PCO 102 Rockwood Scope Gap (CMAR)**

Mr. Reimer presented this item to the Board. Brief discussion ensued.

**MOTION:** Mr. Caltabiano moved to approve and authorize the Airport Director to sign Change Order 054 authorizing SQD to use CMAR contingency to cover an insulation scope gap in Phase 2 in the amount of \$67,546.14

**SECOND:** Mr. Liechti

**MOTION PASSED:** 7-0

#### **Business Item 4 – CFC Agreement**

Mr. Rakowski presented this item to the Board. When asked by the Board if rental car customers see the CFC, Mr. Ratkowski said that it is part of an itemized list on the rental agreement. He also assured the Board that all corporate entities and local owners have seen and approved the CFC Agreement.

**MOTION:** Mr. Liechti moved to approve and authorize the Airport Director to sign the Customer Facility Charge Agreement.

**SECOND:** Mr. McIntyre

**MOTION PASSED:** 7-0

#### **Business Item 5 – Change Order 055 – PR 36 South Parking Lot Expansion**

Mr. Reimer presented this item to the Board. In response to Board questions, Mr. Reimer explained that this project was initially part of the expansion project but had been pulled due to budget restrictions; that Mr. Haarr's car condos will be taken down and that the project will be done late Summer or early Fall of 2026.

**MOTION:** Mr. Jackola moved to approve and authorize the Airport Director to sign Change Order 055 for the South Parking Lot Expansion in the amount of \$2,196,215.68.

**SECOND:** Mr. Liechti

**MOTION PASSED:** 7-0

#### **Business Item 6 – M&H Task Order 9 Amendment 4 – PR 36 South Parking Lot Design and Construction Administration**

Mr. Reimer presented this item to the Board. Brief discussion ensued.

**MOTION:** Mr. Caltabiano moved to approve and authorize the Airport Director to sign Task Order 9 Amendment 4 in the amount of \$105,000.00 for Design and Construction Administration of the South Parking Lot Expansion.

**SECOND:** Mr. Liechti

**MOTION PASSED:** 7-0

## **DISCUSSION ITEMS**

### **Discussion Item 1 – Phase 1B Open House**

Mr. Ratkowski presented this item to the Board. The date for the Open House has been set for Tuesday, June 24, 2025, from 6:00 PM to 8:00 PM.

## **FINANCIALS**

**Financial Statements** – Ms. Donofiro presented the February 2025 Financials.

**March Check Summaries** – Ms. Donofiro presented the March 2025 check summaries for checks numbered 50873 through 51054 and the direct deposits for the March payroll periods.

**MOTION:** Mr. Caltabiano made a motion to approve the February 2025 financials, and the March 2025 check summaries as presented.

**SECOND:** Mr. Beams

**MOTION PASSED:** 7-0

## **MANAGEMENT REPORT – ATTACHED**

## **COMMISSIONERS' COMMENTS**

Mr. Jackola expressed concern regarding the amount of noise created by APU's while he was out on the patio prior to his flight departure. Mr. McIntyre agreed, and Mr. Ratkowski indicated that it is a fairly low frequency event, but we will keep an eye on it.

**CHAIRMAN'S COMMENTS** – Mr. Janisse expressed how much he loves the ambiance of the new second floor with the fireplace, seating and concessions.

## **MEETING ANNOUNCEMENT**

Mr. Janisse announced the date for the regular Board meeting on May 13, 2025.

**ADJOURN**

Mr. Janisse adjourned the meeting at 5:04 P.M.

Approved: *Janisse*  
Rick Janisse  
Board Chairman

Attest: *RR*  
Rob Ratkowski  
Airport Director