

**FLATHEAD MUNICIPAL AIRPORT AUTHORITY
BOARD MEETING MINUTES**

DATE: August 20, 2025

PLACE: Glacier Park International Airport, Kalispell, Montana

TIME: 4:00 P.M.

BOARD MEMBERS PRESENT: Marc Liechti
Duncan Scott
Rick Janisse
Tarn Abell

BOARD MEMBERS VIRTUAL: Giuseppe Caltabiano
Dennis Beams

BOARD MEMBERS ABSENT: Michael Jackola

STAFF PRESENT: Rob Ratkowski, Airport Director
Ian McKay, Deputy Airport Director
Daniel Reimer, Director of Development
Michael Dickerson, Dev. and Project Coord.
Jennifer Donofrio, Director of Finance
Ashley Hahn, Staff Accountant
Laurie Pein, Director of Administration
Julie Salyer, Office Manager
Stephanie Denys, Receptionist
Charlie House, Contract Specialist
Caira Frank, Management Intern
Will Monin, Projects & Development Coordinator

OTHERS PRESENT: Tim Dacey, Brad Musinski, Kevin Smith and Kevin Nuechterlein, Mead & Hunt; Shawn Baker and LaMont Forgays, SQD/Swank; Mike Talbot, Dave Austin and Chris Holden, Glacier Jet Center; Clive Lowe, Bobby Femia, Tim Bannon, Dawud Crooms and Louis Pepper, Atlantic Aviation; Duke Ducommun, Iver Retrum, Business Aviation Group; Anna Waldren, Baker Tilly; Brian Grubb, O'Donnell Grubb, PLLC; Trek Stephens, The Toggery; Mitch Steinberg, MSHC.

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. Liechti.

INTRODUCTION OF GUESTS

Mr. Ratkowski introduced the guests.

PUBLIC COMMENTS

Trek Stephens expressed concerns regarding the closing of the runway for the 2026 runway project.

GENERAL UPDATES

2026 Runway Project

Mr. Ratkowski and Mr. Reimer updated the Board regarding the 2026 Runway Project.

Terminal Project Update

Shawn Baker and Tim Dacey updated the Board regarding the Terminal Project.

Montana Airline Rendezvous

Mr. Ratkowski updated the Board on the upcoming Montana Airline Rendezvous.

APPROVAL OF CONSENT AGENDA

1. Approval of Meeting Minutes – July 8, 2025.
2. Acquisition of Airport Fleet Vehicles
3. Acquisition of Airborne Position Reference Tools
4. Acquisition of Vehicle Movement Area Transmitters
5. 1847 Trumble Creek Buy/Sell Ratification
6. Resolution 26-01 Authorization to Close on 1847 Trumble Creek Road.

MOTION: Mr. Caltabiano moved to approve the Consent Agenda

SECOND: Mr. Janisse

MOTION PASSED: 6-0

BUSINESS ITEMS

Business Item 1 – Third Amendment to Restated Lease and Operating Agreement – Holman Enterprises

Mr. Ratkowski presented this item to the Board. Mr. Scott asked when the closing would be and Mr. Femia replied that he was hopeful it would close at the end of August. Mr. Janisse asked if there were any remaining issues and Mr. Femia indicated that there were not. Mr.

Pepper thanked Mike Talbot and his team for everything, and Mr. Caltabiano expressed appreciation to Glacier Jet Center for being good partners.

MOTION: Mr. Caltabiano made a motion to approve and authorize the Airport Director to sign the Third Amendment to Restated Lease and Operating Agreement.

SECOND: Mr. Janisse

MOTION PASSED: 6-0

Business Item 2 – Interlocal Agreement for Law Enforcement and Security Services

Mr. McKay presented this item to the Board. Mr. Scott inquired as to who is working on the agreement. Mr. McKay responded that we have engaged multiple attorneys who specialize in specific areas of the law. Mr. Scott also asked what the chain of command is. It was explained that the contract is with Flathead County with services being provided by Flathead County Sheriff's Department and eventually there will be dedicated Airport Law Enforcement.

MOTION: Mr. Scott made a motion to approve and authorize the Airport Director to execute the Interlocal Agreement for Law Enforcement and Security Services subject to final negotiation and continue to receive and pay for such services in an amount not to exceed \$150,000.

SECOND: Mr. Beams

MOTION PASSED: 6-0

Business Item 3 – Award of Contract to Baker Tilly Audit and Attestation Services

Ms. Donofrio presented this item to the Board followed by a slideshow presentation by Ms. Waldren. Mr. Beams welcomed Anna and her team and shared that we are excited to work with them. Ms. Waldren shared that she has heard great things about airport management and shared that they are excited to work with us as well.

MOTION: Mr. Janisse made a motion to approve and authorize the Airport Director to execute the Audit and Non-attest Services Contract with Baker Tilly for the fiscal year 2025 in the amount of \$90,300.

SECOND: Mr. Beams

MOTION PASSED: 6-0

DISCUSSION ITEMS

None

FINANCIALS

Financial Statements – Ms. Donofrio presented the June 2025 Financials.

July Check Summaries – Ms. Donofrio presented the July 2025 check summaries for checks numbered 51472 through 51632 and the direct deposits for the July payroll periods.

MOTION: Mr. Beams made a motion to approve the June 2025 financials, and the July 2025 check summaries as presented.

SECOND: Mr. Scott

MOTION PASSED: 6-0

MANAGEMENT REPORT - ATTACHED

COMMISSIONERS' COMMENTS – Mr. Abell said that he is happy to be on the Board. The rest of the Board welcomed him to the team. Mr. Scott suggested that Mr. Beams spend some time teaching Mr. Abell how to read the Financials. It was agreed that the Board would meet prior to the next regular Board Meeting for training.

CHAIRMAN'S COMMENTS – Mr. Liechti shared that he is happy with how far we have come with the terminal project.

MEETING ANNOUNCEMENT

Mr. Liechti announced the date for the next regular Board meeting on Wednesday, September 18, 2025.

ADJOURN

Mr. Liechti adjourned the meeting at 5:06 P.M.

Approved: _____

Marc Liechti
Board Chairman

Attest: _____

Rob Ratkowski
Airport Director