

**FLATHEAD MUNICIPAL AIRPORT AUTHORITY  
BOARD MEETING MINUTES**

**DATE:** November 19, 2025  
**PLACE:** Glacier Park International Airport, Kalispell,  
**TIME:** Montana 4:00 P.M.

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

**BOARD MEMBERS VIRTUAL:** None

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** Rob Ratkowski, Airport Director  
Daniel Reimer, Director of Development  
Jennifer Donofrio, Director of Finance  
Ashley Hahn, Staff Accountant  
Julie Salyer, Director of Administration  
Stephanie Denys, Receptionist  
Charlie House, Contract Specialist  
Will Monin, Projects & Development Coordinator  
Ian McKay, Deputy Airport Director

**OTHERS PRESENT:** Tim Dacey & Matt Dubbe, Mead & Hunt; Justin Williams, David Simko & Shawn Baker, SQD; Dave McNutt & Shane Moss, Glacier Bank; Tia Komberec, Tall Timber Flying Service, LLC; Iver Retrum, Business Aviation Group; Chris Holden, Atlantic Aviation

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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. Liechti.

**INTRODUCTION OF GUESTS**

Mr. Ratkowski introduced the guests.

### **APPROVAL OF MEETING MINUTES – October 15, 2025**

The meeting minutes from the October 15, 2025, regular meeting were presented and considered.

**MOTION:** Mr. Beams moved to approve the October 15, 2025, Regular Meeting minutes.

**SECOND:** Mr. Scott

**MOTION PASSED:** 7-0

### **PUBLIC COMMENTS**

None

### **GENERAL UPDATES**

#### **Terminal Project Update**

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

### **BUSINESS ITEMS**

Prior to the discussion of Business Items 1 and 2, Board Member Giuseppe Caltabiano recused himself from both items due to his affiliation with the business—formerly known as Mission Mountain Flying Services, LLC—and joined the public seating area for those portions of the meeting.

#### **Business Item 1 – Development Plan – Tall Timber Flying Service, LLC**

Mr. Reimer, Mr. Monin and Ms. Komberec presented this item to the Board. A brief discussion ensued. Board Member Michael Jackola stated that he did not have a conflict requiring recusal but noted that he may serve on the museum board, which is affiliated with Tall Timber Flying Service, LLC.

**MOTION:** Mr. Beams made a motion to conditionally approve the development plan submitted by Tall Timber Flying Service, LLC subject to sanitary approval by the Flathead County Health Department.

**SECOND:** Mr. Scott

**MOTION PASSED:** 6-0

#### **Business Item 2 – Lease Agreement – N1E – Tall Timber Flying Service, LLC**

Ms. House presented this item to the Board. A brief discussion ensued.

**MOTION:** Mr. Jackola made a motion to conditionally approve and authorize the Airport Director to sign the lease agreement with Tall Timber Flying Service, LLC for Parcel N1E subject to sanitary approval by the Flathead County Health Department.

**SECOND:** Mr. Janisse

**MOTION PASSED:** 6-0

**Business Item 3 – Change Order 107 – PCO 176 – Trash Compactor Procurement**

Mr. Reimer presented this item to the Board. A brief discussion ensued.

**MOTION:** Mr. Jackola made a motion to approve and authorize the Airport Director to sign Change Order 107 for procurement and installation of a building trash compactor in the amount of \$83,462.23.

**SECOND:** Mr. Janisse

**MOTION PASSED:** 7-0

**Business Item 4 – Change Order 311 – PCO 208 – Rough Carpentry**

Mr. Reimer presented the item to the Board. A brief discussion ensued.

**MOTION:** Mr. Caltabiano made a motion to approve and authorize the Airport Director to sign Change Order 311 in the amount of \$329,636.45, closing out the rough carpentry allowance for Phase 1.

**SECOND:** Mr. Janisse

**MOTION PASSED:** 7-0

**Business Item 5 – Jacobs Engineering Task Order 59 & Task Order 59 Mod 1 – 30% Design Services for new ARFF – SRE Building**

Mr. Reimer presented the item to the Board. A brief discussion ensued.

**MOTION:** Mr. Scott made a motion to approve and authorize the Airport Director to sign Task Order 59 and Task Order 59 Mod 1 for Design of a new ARFF – SRE facility and NEPA services in the combined amount of \$770,149.00.

**SECOND:** Mr. Beams

**MOTION PASSED:** 7-0

**Business Item 6 – Acquisition of Surface Awareness Initiative**

Mr. McKay presented the item to the Board. A brief discussion ensued.

**MOTION:** Mr. Jackola made a motion to approve and authorize the Airport Director to sign Task Order 2 with uAvionix for the acquisition and deployment of SAI in a fixed amount of \$25,000.00 and an annually recurring amount of \$40,000.00.

**SECOND:** Mr. Beams

**MOTION PASSED:** 7-0

**DISCUSSION ITEMS**

**Discussion Item 1 - Airport Land Use Protections**

Mr. McKay presented this item to the Board. Staff discussed a draft ordinance regarding alternatives for Airport and community protections from incompatible land use. The Board

discussed the merits of the draft ordinance and agreed that the best interests of the community and the Airport must be carefully balanced and considered.

## **FINANCIALS**

**Financial Statements** – Ms. Donofrio presented the September 2025 Financials.

**October Check Summaries** – Ms. Donofrio presented the October 2025 check summaries for checks numbered 51911 through 52061 and the direct deposits for the October payroll periods.

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

**SECOND:** Mr. Jackola

**MOTION PASSED: 7-0**

**MANAGEMENT REPORT** - ATTACHED

**COMMISSIONERS' COMMENTS** – None

**CHAIRMAN'S COMMENTS** – None

## **MEETING ANNOUNCEMENT**

Mr. Liechti announced the date for the next regular Board meeting will be Wednesday, December 17, 2025.

## **ADJOURN**

Mr. Liechti adjourned the meeting at 5:51 P.M.

Approved: \_\_\_\_\_

  
Marc Liechti  
Board Chairman

Attest: \_\_\_\_\_

  
Rob Ratkowski  
Airport Director