

**MONTANA AERONAUTICS BOARD
MEETING
Doubletree Hotel
22 N. Last Chance Gulch
Helena, MT 59620
September 19, 2024**

Aeronautics Board In-Person

Bill Lepper, Board Chair
Wade Cebulski, Vice-Chair
Robb Bergeson
Pam Chamberlain
Tim Robertson
Gregory Smith
Grayson Sperry

Aeronautics Board-Virtual

Matthew Prinkki
Tom Schoenleben

**Federal Aviation Administration
Airports District Office (FAA-ADO)**

Joe Nye
Carol Styeds

Department of Transportation

Chris Dorrington, MDT Director
Tim Conway, MDT Aeronautics
Karen Hallenbeck, MDT Aeronautics
Stephen Torske, MDT Aeronautics
Page Green, MDT Aeronautics
Matt Lindberg, MDT Aeronautics
Madeleine Roberg, MDT Admin
Tyler Moss, MDT Legal
Jessica Bousliman, MDT
Kelsie Watkins, MDT
Megan Handl, MDT Civil Rights

Call to Order

Bill Lepper called the meeting to order at 10:09 am.
Roll call to establish a quorum; 9 board members present.

Opening Comments

Lepper began with the opening comments. He reviewed the purpose of this meeting as a training session to go over the loans and grants system and how funding impacts work before the next board meeting. Some of this information involves further education and clarification on topics that the board is already aware of. The format of the meeting was presented as training followed by the business items listed on the agenda.

Lepper then asked for public comment, which there was none.

He then called on Tim Conway for further comments.

Tim Conway thanked those who put together presentations for the meeting and stated that the format of the meeting was interactive, and he encouraged questions to be asked at any point during the meeting.

What the Aeronautics Division Does

Tim Conway presented an overview of what the Aeronautics Division is, which is part of the Montana Department of Transportation (MDT) and consists of two bureaus. These two bureaus are Safety and Education, and Airports and Airways. Conway turned the meeting over to Matt Lindberg to further present on the Safety and Education bureau of the division.

Matt Lindberg presented the different ways the division provides education to the general public and the aviation community. Some of these outlets include the newsletter, scholarship programs, and other workshops.

Karen Hallenbeck then presented on the other Airports and Airways bureau in the division. She provided an overview of the bureau, including the number of employees, owned and operated airports, aircraft, and vehicles. There are surveys done each year of the MDT owned airports, and an airport directory provided to the public. She provided further information about the different aspects of this bureau.

Title VI

Megan Handl discussed aspects of civil rights that affected the division. Some of these include increased regulations, ensuring everyone has access to the programs offered, language barriers and translation services, and ADA compliance.

She also offered a brief overview of MDT's Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) programs, and how it might apply to the division.

Legal Process

Tyler Moss reviewed some legal aspects that pertain to the Aeronautics Board. He referenced some specific laws and definitions including the Board's relationship to MDT, the creation and purpose of the Board, and what it is, as well as the function and purpose of the Board. He emphasized the allocation of the Board to MDT for administrative purposes only and explained how MDT serves the Board for administrative purposes.

Meeting Minute Notations

Kelsie Watkins and Jess Bousliman provided some recommendations on how the Board can provide assistance in keeping minutes and other clerical matters.

Board Reimbursement Processes

Page Green reviewed the board member reimbursements, how the funds are issued, and which reimbursements are allowed.

Federal Aviation Administration (FAA) Funding and Director's Introduction

Joe Nye reviewed the airport development funding and means of improvement. There are two primary sources of funding, the permanent Airport Improvement Program (AIP) and the limited-time Bipartisan Infrastructure Law. Nye also review the requirements of project funding.

There was a brief pause in Nye's presentation for the Director of MDT, Chris Dorrington, to give a brief introduction and summarize his plans for the Aeronautics Division. He wants to expand the focus on more than just highways and bridges and change the focus from infrastructure to transportation system because we do much more. Aeronautics is a vital part of the agency and is a small group. He stated that Tim and his team do a wonderful job. His job is to lead our agency in the best possible path and the best use of our money. He will be making changes across the agency as he sees tweaks that are necessary. He does not see a lot of changes on the horizon for Aeronautics, there is more work than he has hours in the day.

Nye's presentation continued by reviewing the three parts of AIP funding which are entitlements, state apportionment, and discretionary.

Board Business

It was then decided to reorder the agenda items and handle board business prior to L&G processes, due to time constraints of some of the board members.

Bill Lepper opened the floor for a motion to approve the June 6, 2024 and June 13, 2024 meeting minutes.

Tim Robertson made a motion to approve the June 6th and June 13th meeting minutes as presented, Greg Smith seconded the motion, all present board members voted aye.

Tim Robertson provided a summary of the past two meetings regarding the changes to the administrative rules. He explained what was changed to allow for the FAA scoring system to be utilized while still allowing for a change in score based on individual circumstances.

Robb Bergeson made a motion to approve the changes to the administrative rules as presented by the subcommittee, with the exception of changing the specified words in section 18.13.405 paragraph 4 and section 18.13.406 paragraph 4, from ranking to rating, and to reference the national priority rating system as it applies. Wade Cebulski seconded the motion, and all present board members voted aye.

There was discussion about what to do with the Fort Peck lighting system. There were different proposals on whether to sell it or donate it to a public airport. Once discussion ended a motion was made.

Wade Cebulski made a motion to offer up the Fort Peck lighting system to the December newsletter for public use airports not private airports, listed in its entirety. If there is interest

in the lighting system, a letter must be written and submitted by January 1, 2025, and the board will review all submissions, and decide who will receive it at the annual award meeting. Gregory Smith seconded the motion, and all present board members voted aye.

Financial Status

Madeleine Roberg then reviewed the financial status of the Board. She covered grant and loan account funding, the account state year to date, and a revenue and expenditures breakdown.

L&G Processes

Karen Hallenbeck and Stephen Torske then covered the Loan and Grant processes. Karen covered how this funding is provided and the timelines for these programs. Stephen reviewed the spreadsheet the division presents to the Board for grants and loans, and how it is utilized at the annual board meeting.

Bill Lepper opened the floor for a motion to adjourn the meeting.

Grayson Sperry made a motion to adjourn the meeting, and Wade Cebulski seconded the motion. All remaining board members voted aye.

Meeting adjourned at 3:58 pm.