

AVIATION AND TRANSIT BOARD MINUTES

Wednesday, April 3, 2024

The Aviation and Transit Board met at the MET Transit Facility on 1705 Monad Rd, on Wednesday, April 3, 2024 at 4:00 pm. Those in attendance included:

Aviation and Transit Board Members

Steve Tostenrud
David Hummel, JR.
Barbara Schneeman
Allison Corbyn
Denis Pitman

City Staff

Jeff Roach, Director of A & T
Shane Ketterling, Assistant Director of A & T
Rusty Logan, Transit Manager

Guests

CALL TO ORDER

Steve called the meeting to order at 4:02 pm.

PUBLIC COMMENT PERIOD

A public comment period was offered, no public comments received.

COURTESIES

None

Informational Items

- **Aviation & Transit FY25 Budget Presentation**

Jeff and Rusty presented the Aviation & Transit Budget that will be presented to the City Council in May.

- **Airport Administrative & Operational Reports**

Shane reminded the Board that the Cargo Ramp project is in the works with Knife River, and a second project that is currently in the works is the Aviation Place Road Rehabilitation Project . There were three bids that came in for the Aviation Place Road Rehabilitation Project, Asphalt Plus came in with the lowest bid at \$900,000. This is a little more than what the engineers had thought but this is due to the Fiber Optic work that needs to be included in the project. The IP-9 Window Replacement Project is currently being advertised for new commercial windows at the Business Park, IP-9 Building. This building is leased to different state divisions. It was built in the 1960s and is in dire need of new windows. The estimated cost of this project is around \$200,000.

Shane gave a quick construction update. He announced that there will be a Concourse B ribbon cutting ceremony taking place on April 19, 2024, at 10:30 a.m. The airlines won't use Concourse B until the following week. All four jet bridges have arrived and are being installed.

Shane talked about which gates the airlines will be operating out of, after Concourse B is open. He will have a set schedule once it is all opened.

Ron Smith was hired as the Airport Operation Supervisor, he will start on April 15, 2024. There are currently two positions open at the Airport, an ARFF position and a Facilities Maintenance Support I position. Shane announced that Mark Evangeline submitted his notice of Retirement. Mark will be retiring after 43 years of service at the Airport in July.

Jeff reminded the board of all the Air Service changes, including the new flights that are going to start for Alaska, United, Sun Country, and Allegiant.

- **Transit Administrative & Operational Reports**

Rusty announced that there is a new bus wrap, with Paul Davis Property Restoration. He mentioned that there are two additional wraps that are in the works.

The Met Transit Operations Facility bids closed and there were two bids received. The lowest bid received was with Swank Enterprises at \$3.3 Million. Rusty will be at City Council on Monday April 8, 2024 for contract award approval.

The EV Electrical Charger Installation and the MET Transit Facility Camera Upgrade are out for bid on April 16, 2024.

Rusty informed the Board that both Josh and Mike are heading to Helena to finalize training as CDL testers. This will allow them to be able to perform the CDL road tests for new hires.

MET is currently hiring two Operator vacancies, and there are five Operators in training.

Rusty let the Board know that there was an overall growth of 8% and an 18% growth on the fixed route side on the weekdays. Paratransit is showing an 8% increase on week days and 15% on weekends. Overall MET is showing a 7% increase this year compared to last year.

- **Tour of New Buses and Transit Facility**

Rusty showed the Board members one of the new buses that just arrived.

- **Items from the Board**

Denis informed the Board and Staff that there is a display of the USS Billings at the Library. Denis was curious if there was a spot to display it at the Airport until City Hall is finished. Jeff will talk to the Library Director.

Jeff reached out to some of the air carriers about the transferring of Human Remains, he received no feedback. Bozeman is also receiving no response from the air carriers. The consensus is that the air carriers don't have the staffing to provide the service or don't they have the space.

Steve asked Jeff how often the EV car charging stations at the Airport are being used. Jeff stated that they are being used, just not sure how often.

Steve adjourned the meeting at 5:02 pm

jm

cc: Aviation and Transit Board
Chrono
City Administrator- Via e-mail
Mayor- Via e-mail
City Clerk- Via e-mail