

Clerk

## **AIRPORT BOARD MEETING AGENDA**

**Monday October 13, 2025 Flight Service Bldg. at 2 PM**

**APPROVAL OF September 15, 2025 MEETING MINUTES**

### **OLD BUSINESS**

- **Status of Hanger and Rental Agreements and Liability Insurance**
- **Terminal Bldg. roof repair insurance claim**
- **Muggli Lease**
- **Door Price estimates for Hanger 6**
- **Reports from KLJ**

### **NEW BUSINESS**

- **Hanger 9 Door disposal bids**
- **Shop space for rent to mechanic**

### **MANAGER'S REPORT**

- **Approve Claim Vouchers**
- **Manager's Report**

**Requests of Citizens for Public Comment**

### **ADJOURNMENT**

**Public comment on any public matter that is not on the agenda of this meeting can be presented under "Request of Citizens" provided it is within the jurisdiction of the Committee to address. Public comments will be entered into the minutes of this meeting. The Committee cannot take any action on a matter unless notice of the matter has been made on an agenda and an opportunity for public comment is allowed on the matter. Public matters do not include contested cases and other adjudicative proceedings.**

# **AIRPORT COMMISSIONERS MEETING MINUTES**

**Monday, September 15, 2025      Flight Service Bldg 2 pm**

Present: Paul Grutkowski, Justin Strub, Jeff Faycosh, Patrick Lipto, Kevin Thomasen, Jeff Langkau (Manager) and Dorothy Willems (Secretary).

Absent: Tye Ketchum and Doug Phair

Guest: Nathan Schroht (KLJ)

Meeting was called to order by Vice Chairman, Paul Grutkowski

## **APPROVAL OF PRIOR MEETING MINUTES**

Jeff Faycosh made a motion to approve August 11, 2025, minutes. Pat Lipto seconded the motion. Motion carried.

## **OLD BUSINESS**

**Financials** – Checking Balance \$275,474.99, Receivables \$35,614.20, July, and August Salaries -\$40,000 estimated, City Charges for June, July and August \$-6,000.00, Airport Improvement Balance of \$76,953.15, and Muti Service \$6,037.38 equals estimated cash balance of \$348,079.72.

BLM new lease \$233,275.93 received April 1, 2025, in advance for 3 years and monthly payments of \$6,740.79 beginning 4/1/2028 with contract continuing till 2054.

Loans: City Service Truck Loan \$1226.73 monthly ending 8/1/2026, and Mt Intercap Loan for Hanger 10 of \$113,000 plus interest with payback Nov-Dec of \$310,000.

Jeff reported items of higher cost annually would be Filters \$4000, Hanger Insurance \$7000, and Bldg Insurance \$4000.

### **Hanger 9 Door Disposal**

- Jeff will advertise for bids with the 15-day city requirement and have bid opening at next meeting for Hanger 9 Door.

### **Terminal Building Lease**

- Jeff Langkau has delivered the lease and advised of the \$1000 rent monthly and airport will pay the utilities. Jeff has not received the signed lease, but they have agreed to pay \$1000.

### **Full Time or Part Time Job**

- Brad Davis has been hired for the assistant manager position.

### **Status of Hanger Rental Agreements and Liability Insurance.**

- Jeff Langkau requested our insurance representative (Assured Partners) to review the lease. According to the representative things looked standard from an insurance policy view. Some of the pilots are concerned with the airport having to sign off on claims as the lease is written. Jeff will have the Aviation Department review the lease and bring findings back to the next meeting.

### **BLM Well Test Requirements**

- Higgins Well Drilling fixed the wellhead requested by Compliance Assessment Safety Health & Environment (CASHE) regarding repairs needed on the BLM Well. Water samples have been collected, and BLM will take care of the Water Testing.

### **Electric Surge Protection**

- The inspection from Compliance Assessment Safety Health & Environment (CASHE) also mentioned the Electric Surge Protection but not sure what the issue is so Jeff Langkau will wait for a letter to address the issue.

### **Damage to the Terminal Building Roof**

- Manning Roofing has scheduled putting a Flat Roof Membrane to cover the whole roof at a cost of \$13,988. Jeff Langkau will file an insurance claim.

### **Beacon Tower Painting has been completed.**

## **KLJ Status Report (report attached)**

- The \$310,000 Grant Funds to reimburse the final cost of Hanger 10 are expected to be paid in late 2025 from the IJJA allocations. After all calculations the \$310,000 amount could be more.
- BLM Seat Base (Non-FAA) 30% design is waiting for BLM to review. Scheduling now is anticipated to have finishing design this fall and bidding early winter with construction to start March / early April with completion by end of June 2026 before fire season begins.
- SRE Acquisition (AIP FY2026). CIP with SRE acquisition have been submitted. FAA will be holding CIP meeting in late October/ early November to discuss.
- Jeff Langkau was asked to get an appraisal on the old snowplow for value when determining the grant for a new snowblower.

## **NEW BUSINESS**

### **Ag Lease**

- Jeff Langkau will visit with Muggli's regarding a new lease for 10 years or taking the 5-year extension on the current lease.

### **Satellite Dish Lease**

- Awaiting signed lease agreement with Satellite Dish Fallon County for \$1200 annually on a space at the Old Midrivers Building on Highway 59 North.

### **Door Prices for Hanger 6 will be gotten.**

## **CLAIMS**

- Total Claims = \$13,654.30 including Fuel \$10,000. Justin Strub made a motion to approve September 2025 claims in the amount of \$13,654.30. Pat Lifo second. Motion Carried.

## **MANAGER'S REPORT** (Copy Attached)

- Imaging Station will be here for a month and will be buying fuel here.
- Overnight Hanger Rental Sales amounted to \$950 for August.
- The Fire contract has ended.

No Public Comments

**ADJOURNMENT** –Vice-Chairman Paul Grutkowski adjourned 4:00 pm. Next meeting October 13, 2025

### Estimated Airport Finances 10/08/2025

Checking	\$	280,307.55
Recievables	\$	25,813.49
Salaries August & September 2025	\$	(40,000.00)
City Charges June, July, & August 2025	\$	(4,396.40)
Visa Fuel Saving	\$	34,363.06
Multi Service	\$	7,115.35
Airport Improvement	\$	76,953.15
<b>Estimated Cash</b>	\$	<b>380,156.20</b>

BLM Income 4/1/2028 Monthly	\$	6,740.79	Contract till 2054
Hanger Door 8 Loan annual	\$	5,000.00	Paid in full 2030
Hanger 10 Mt Intericap /\$310,000 pay back late 2025/ Borrowed \$330,000	\$113744.61 plus Interest		Feb 15,2026 in full

<b>Higher Annual cost</b>		
Filters		\$4,000.00
Hanger Insurance	\$	7,160.00
Bldg Insurance	\$	4,000.00
		<b>\$15,160.00</b>

### Estimated Airport Finances 9/15/2025

Checking	\$	275,474.99
Recievables	\$	35,614.20
Salaries July, & , August 2025	\$	(40,000.00)
City Charges June, July, & August 2025	\$	(6,000.00)
Multi Service	\$	6,037.38
Airport Improvement	\$	76,953.15
<b>Estimated Cash</b>	\$	<b>348,079.72</b>



September 30, 2025

Jeff Langkau  
City of Miles City  
P O Box 910  
Miles City MT 59301

RE:    **Member:**                City of Miles City  
      **Claim Number:**        PR2025013170  
      **Date of Event:**        7/30/2025

Dear Jeff,

I have reviewed the facts surrounding the roof membrane material at the Miles City Airport (old terminal building). You and I inspected the roof on 9/23/2025. During the inspection, you told me there was no occurrence or peril identified that caused the membrane material to lift. The likely cause was due to wear and tear of the materials.

Per the Memorandum of Property Coverage, stated therein are exclusions for this type of failure/damage. See section V, (B) Exclusions. Its states the following:

1. Loss or damage caused by, or resulting from, moths, vermin, termites, or other insects, inherent vice, latent defect, faulty materials, error in design, faulty workmanship, **wear, tear or gradual deterioration**, contamination, rust, corrosion, wet or dry rot, unless physical loss or damage not otherwise excluded herein ensues and then only for such ensuing loss.

For the above reasons, it has been determined there is no coverage for this loss. If the City of Miles City disagrees with this determination, you have the right to have this matter reviewed by the Underwriting Committee of the Board of Directors. Likewise, if you receive new or additional information, which might change the terms of this coverage determination, please contact me immediately.

Sincerely,

Matt Post  
Liability/Property Claims Adjuster  
406-495-7015  
800-635-3089 Ext: 125  
mpost@mmia.net



Delivered to Vince  
10/7/25

77 Frank Wiley Road  
PO Box 910  
Miles City, Montana 59301

FRANK WILEY FIELD

PHONE: 406.234.1296  
mcairport@midrivers.com  
www.milescityairport.com

Muggli Bros., Inc.

09/28/2025

72 Muggli Lane

Miles City, Mt. 59301

ATTN: Vince

**Agricultural Lease 5-year Extension with Muggli Bros Inc**

Vince,

At the Commission Meeting on 9/15/2025 the members suggested executing the 5-year extension of the lease at the same yearly rate that was paid for 2025. The other option would be to draft up a new 10-year lease.

Thank you

Jeff Langkau



**Architectural Specialties 1330 Jess St. Rapid City, SD 57703**  
 (Office) 605-791-4748 (Mobile) 605-389-1937 Email: Landon@arc-spec.com

Quoted to: Miles City Airport

Quote Date: 10/2/2025

Customer Name: Jeff

City/State/ Zip: 77 Frank Wiley Field Miles City, MT 59301

Phone/Email/Fax: 406-951-0055 mcairport@midrivers.com

Door/Frame depth	# Doors	Quoted Size	Actual Size	Building Type	DOT Fee	Square Foot	Per Door Price	Total Price
10"		42x10		Concrete Building	\$ -	420	\$16,892	\$16,892
							#VALUE!	
							#VALUE!	
							#VALUE!	
240		Loaded mileage one way	\$8	Delivery mileage				\$1,920
		Linear Welding	\$6					
<b>Quote includes these options</b>								
		Remote (2 hand-held remotes)	\$700					
1		Paint <b>Custom Color</b>	\$400.00					\$400
1		Hydraulic Oil--Arctic Blue	\$150.00					\$150
				Hotel/Perdiem				\$300
				Top seal custom				\$300
		Number of doors quoted		Subtotal				\$19,962
no		Applicable Use or state and local tax rate		Applicable Tax				
<b>TOTAL QUOTE</b>								<b>\$19,962</b>

**DELIVERED and INSTALLED**

**Doors will arrive and be installed with**

- Metal framework, 1-coat paint in any **standard** color
- Complete hydraulic system including cylinders, hoses, pump and hydraulic oil
- Ready for electrical connections
- Two men with fasteners and installation equipment

**Customer responsibilities:**

- Building structurally capable to handle imposing door loads
- Equipment (**Telehandler**) to unload and install door
- Rough opening preparation as specified at final measuring
- Final 220v electrical pump motor connections (10 ga wire, 30 amp breaker)
- Door cladding and trim materials and installation

**Quotes are honored for 30 days**

**Terms:** 25% deposit with order

**Balance Due at time of delivery**

If balance is not paid within 90 days we will take legal action to receive payment  
 If this legal action results in Attorney's fees those fees will be paid by the customer

**Customer signature agreeing to the above mentioned conditions**

DATE \_\_\_\_\_





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10"		42x10		Concrete Building	\$ -	420	\$16,892	\$16,892	
							#VALUE!		
5	Discount Multi Door								(\$2,534)
720	Loaded mileage one way		\$8	Delivery mileage (3) trips				\$5,760	
	Linear Welding		\$6						
<b>Quote includes these options</b>									
	Remote (2 hand-held remotes)		\$700						
3	Paint	Custom Color	\$400.00						
3	Hydraulic Oil--Arctic Blue		\$150.00						
				Hotel/Perdiem					
				Top seal custom					
1	Number of doors quoted			Subtotal				\$57,353	
no	Applicable Use or state and local tax rate			Applicable Tax					
							<b>TOTAL QUOTE</b>	<b>\$57,353</b>	

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- Door cladding and trim materials and installation

Quotes are honored for 30 days

Terms: 25% deposit with order

Balance Due at time of delivery

First trip to measure is free. If building opening is not ready to measure on first trip, contractor discount is reduced to 5%.

If balance is not paid within 90 days we will take legal action to receive payment

If this legal action results in Attorney's fees those fees will be paid by the customer

Customer signature agreeing to the above mentioned conditions

Customer and Contractor Info



DATE \_\_\_\_\_



**MANAGER'S REPORT**  
**Miles City Airport**  
**October 13th, 2025**

**Claims Vouchers Approval**

- October 2025

**Operations**

- Roof Insurance Claim
- Hangar 9 door loan
- Tractor had flat tire.

- September Hours Worked:

Jeff	148.5 – Hrs. Reg. .5 -- Hrs. Comp
Brad	107 --- Hrs. Reg. ----Hrs. OT
Matt	141.8 ----Hrs. Reg

**September Sales**

- Hangar Sales \$ 200 .00
- CAA Sales profit \$ 4,193 .00

**New Business**

- Paint BLM interior
- Fire on AP property
- Hangar 6 door quotes
- Additional Pickup

