



**COEUR D'ALENE**  
**A I R P O R T**

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**AIRPORT ADVISORY BOARD**

**MINUTES OF MEETING**

May 11, 2022 - 5:00 p.m.  
10375 Sensor Avenue- Airport Manager's Office  
Coeur d'Alene Airport, Hayden, Idaho

**MEMBERS PRESENT:**

|          |                         |
|----------|-------------------------|
| <b>X</b> | <b>Chairman Gfeller</b> |
| <b>X</b> | <b>Aaron Salzer</b>     |
| <b>E</b> | <b>Alex Birch</b>       |
| <b>X</b> | <b>Brett Boyer</b>      |
| <b>X</b> | <b>Joan Genter</b>      |
| <b>E</b> | <b>Mark Vehr</b>        |
| <b>X</b> | <b>Tim Komberec</b>     |

**CALL TO ORDER/ROLL CALL:** Chairman Gfeller called the meeting to order at 5:00 pm. and did Roll Call.

**PLEDGE OF ALLEGIANCE:** All stood for the Pledge of Allegiance.

**STAFF PRESENT:** Steven Kjergaard, Linda Leigh, Kim Stevenson.

**VISITORS PRESENT:** Corrie Siegford, Darcy Belcher, Kirk Lauer, Elsbeth Roach, Steve Anderson, Harry Craviotto, Jeremy Divan, Rebecca Scott, Joe Rossetti, Kevin Rothfus, JR Norvell, Dave Mitchell, Aaron Buob, Commissioner Bill Brooks.

**CONFLICTS OF INTEREST:** None.

**CHANGES TO THE AGENDA:** None.

**APPROVAL OF MINUTES:** (Action)

**MOTION:** Tim Komberec moved to approve the minutes of the last meeting. Joan Genter seconded; the motion carried.

**D-ZONE REQUEST TO WAIVE MINIMUM STANDARDS:** (Discussion)

Steven Kjergaard updated everyone that DZone Skydiving was supposed to provide a plan to the Advisory Board regarding his operation plan and how it would meet the Airport's Minimum Standards. Emails received by the Airport prior to the Agenda publication were included in the packet. One additional email was sent directly to the Advisory Board, then later sent to the Airport Office.

Jeremy Divan with DZone Skydiving requested a waiver of Minimum Standards for eighteen (18) months. Steven's concern is that Jeremy doesn't state what he will do at the end of the eighteen month waiver. Steven also disagreed with Jeremy's claim that land can be a facility. Jeremy claimed in his email that Soper Aviation allowed him permission through the Airport fencing and to use the Airport taxiway. Sopers' do not have any ramp space at all; the space in question does belong to the Airport. The Airport has had conversations with the FAA and they are not comfortable with any loading/unloading on taxiways. DZone was previously allowed to operate on a taxiway by the ARFF (Aircraft Rescue & Fire Fighting) station when the taxiway was closed and the area was not open to the public. The Airport will be opening the area for construction hopefully this week or next. These are the items the Airport sees as major concerns, however the full document has not been fully reviewed.

Chairman Gfeller asked Jeremy what he wanted to add, and reminded him that the Board asked for a plan last month. Jeremy claimed the Airport gave him permission to load/unload on an active taxiway last year. Steven denied the Airport had given permission.

Jeremy said he had always intended to put in a building and hooking up to sewer. He said he has talked with Steven about putting in temporary restrooms and offices. He feels that now everything has changed. Chairman Gfeller said if the Minimum Standards are waived for Jeremy, he wonders what will come next. Jeremy claims that our Minimum Standards do not say that a facility must be an office, just a place where an activity happens. Jeremy says once he gets a land lease he will provide a firm plan. Aaron Salzer brought up the Catch 22 again, where the Board has asked for a concrete plan but the email received kind of skirted plans. The Board asked for operational and building plans.

**MOTION:** Joan Genter made a motion to table this until next month to give Jeremy the opportunity to bring those plans to the Board. Aaron Salzer seconded. Brett asked if Jeremy had contacted StanCraft. Jeremy said he had and their response was that they felt it was unsafe to load a smaller aircraft on their ramp. Brett asked Jeremy if he had the requested things to get together and figure it out so when it goes before the Board it's ready for Board action. The motion carried.

**STAFF REPORTS/UPDATES:** (All Discussion Items)

- A. Steven Kjergaard presented the Engineering Projects Status Report from T-O Engineers (Attachment).
1. **Taxiway D North** - Close out period and final payment.
  2. **Runway 20/24 Decoupling - Design phase-Electrical improvements** - Grant should be at the end of June, and if they have parts hopefully work will start first of August or September.
  3. **Perimeter Fence Project** - Should be submitting final reports.
  4. **Snow Removal Equipment (SRE) and Administration Building Design** - Shrinking down to the point of removing water lines, cutting things out and repackaging. Don't want to lose \$760,000 of Federal money and the FAA doesn't either.
  5. **Gulfstream Road and Utility Extension project** -. Current plan is to start construction end of May, first part of June; pre-con meeting in next couple weeks.
  6. **Infinite Apron Utility Extension project** - Met with six prospective lessees to explain drainage, etc.
  7. **Runway 6-24 Rehab** - 30% review done with FAA; get clarification on grant funding, discuss traffic flow during construction, extended runway closures, temp tower during 6-24 closure. Also discussed project timing with FAA. Night closures will also be an option.

Steven discussed how joints in a runway can become failure points. Prior authorizations to use runway will work during certain tasks but not during the actual mill and overlay.

**8. Misc On-Call tasks**

- a. **Sewer inventory** - Done; awaiting final report but have an online version.
- b. **ATCT Planning** - Little bit of a holding pattern due to lower traffic counts attributed to weather. Waiting for our summer numbers.
- c. **CIP Update** - The Airport did receive \$295,000 in funding this year from the bipartisan infrastructure bill and updated our project list. The plan for it this year is to go into the SRE building, and future years to go into equipment.

**CDA AIRPORT ASSOCIATION UPDATE:** None other than Part 139; saving for workshop.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:**

**MOTION:** Aaron Salzer motioned to adjourn the meeting at 5:25 pm, Brett Boyer seconded; the motion carried.

Respectfully submitted,

Kim Stevenson  
Recording Secretary