



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

AIRPORT ADVISORY BOARD

MINUTES OF MEETING

September 8, 2021 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairman Gfeller
X	Aaron Salzer
X	Alex Birch
X	Brett Boyer
E	Joan Genter
E	Mark Vehr
E	Tim Komberec

CALL TO ORDER/ROLL CALL: Chairman Gfeller called the meeting to order at 5:01 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, Joe Rossetti, Darcy Belcher, Cory Mendenhall, Steve Anderson, Jeremy Divan, Dave & Mary Worrell, George Schaeffer, Mike Henkoski, Scott & Carrie Keller.

CONFLICTS OF INTEREST: No conflicts of interest were noted.

CHANGES TO THE AGENDA: None.

APPROVAL OF MINUTES: (Action)

MOTION: Brett Boyer moved to approve the minutes of the last meeting. Al Birch seconded; the motion carried.

PARACHUTE OPERATIONS AND MINIMUM STANDARDS UPDATE: (Discussion)

The Minimum Standards document has some nominal updates needed, e.g. grammar and typos, along with changes to Insurance requirements. This is because insurance companies have had problems complying with current requirements, mainly for commercial lessees.

The change proposed for sky diving operations is the Airport prohibiting the landing of parachute operations between May 1 and September 30 of each year due to it being an inefficient use of the Airport. More discussion is forthcoming, including a meeting with the FAA the following week. Chairman Gfeller asked how it was inefficient. Steven Kjergaard answered that every time parachuters are jumping, the Airport is required to shut down the approach end of the runway for IFR (Instrument Flight Rules) traffic. Aaron Salzer asked if this had been an issue and in what way. Steven Kjergaard said that there had been delays before and during the temporary tower operations. Al Birch asked if the same would be done for hot air ballooning and Aaron Salzer asked about limiting flight schools. Steven said we could possibly limit ballooning, but flight schools would be difficult and would need the FAA to determine what would be fair and reasonable. The IFR traffic will be 10,000 operations this year, double what it has been in years past. FAA FSDO (Flight Standards District Office) safety mitigation plan is to delay take-offs and landings until parachuters are on the ground. With a tower, parachuters may be held up as well until traffic clears. Without a tower, Aaron pointed out that it is the operator's job to "see and avoid"; however jets may be moving at 180 mph. Brett Boyer questioned whether it's feasible to drop somewhere else, off Airport. Steven mentioned there were some items he did want to change in the draft document for the SASO (Specialized Aeronautical Service Operators) Parachute Operations.

AIRPORT AUTHORITY-JOINT POWERS AGREEMENT: (Discussion)

An Airport Authority would remove the Airport from the County and makes it a stand-alone entity; away from politics and toward the business of running an Airport. It would be structured similar to the Kootenai County EMS System. Cities of Coeur d'Alene, Hayden, Post Falls, and Rathdrum, along with Kootenai County would appoint one representative to sit on the Airport Authority Board. The joint powers agreement allows for one (1) of those appointees to own/operate an aircraft or hangar at the Coeur d'Alene Airport.

Airport Authorities currently operate in Spokane, having authority over Spokane Airport and Felts Field, and in Lewiston and Hailey Idaho. Al Birch questioned the benefits of the authority. Steven Kjergaard believes the Authority would provide better transparency for all involved with the Airport. Steven mentioned that he doesn't have full control over the Airport budget; it is approved by the County Commissioners. An Authority would set and maintain its own budget. Based on the current Airport Authority agreements from Lewiston and Hailey, two items require unanimous voting, land sales and budget. Brett Boyer mentioned that it would be a good thing for the Airport to be self-sufficient. Brett also brought up his concerns with the set up of the proposed Board in the current version of the Agreement. Chairman Gfeller brought up that the County's need for a Justice Center might be preventing the Commissioners from giving the Airport the attention it needs, such as a tower. Steven Kjergaard said running an Airport is like running a small city.

The Airport expects to be self sufficient next year, or very close to self sufficient. The funding listed in the draft joint powers agreement is to cover grant match, which is 10% of the total of the FAA grant.

STAFF REPORTS/UPDATES: (All Discussion Items)

- A. Steven Kjergaard presented the Engineering Projects Status Report from T-O Engineers (attached).
 1. **Taxiway D North** - In close out right now-waiting for FAA to finalize documents.
 2. **Runway 20/24 Decoupling** - Submitted revision for electrical work to the FAA including moving electrical vaults and the beacon. Contract is nearly done.
 3. **Perimeter Fence Project** - The fence project is in close out as well.



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4. **Snow Removal Equipment (SRE) and Administration Building Design** - At 95% for the Admin design and received a grant for the SRE design.
 5. **Gulfstream Road and Utility Extension project** - Signed contract with La Riviere yesterday so they can start ordering pipe due to shortages. Current manual gate at the end of Gulfstream will be converted to entrance gate.
 6. **Other Projects** -
 - a. **Sewer inventory** - Should be started in October - the beginning of the new fiscal year.
 - b. **Taxiway DD** - Received new hangar approval and looking at utility extensions.
 - c. **7460's** - Multiple files have been submitted.
 - d. **Capital Improvement Plan** - Updated and submitted to FAA by October 1, 2021.
 - e. **FAA Tower** - T-O and Mead & Hunt working to fill out an application.

CDA Airport Association Update: Steve Anderson provided the Association update regarding election of new officers.

PUBLIC COMMENT: Public comment was made.

ADJOURNMENT:

MOTION: Aaron Salzer motioned to adjourn the meeting at 6:07 pm, Al Birch seconded; the motion carried.

Respectfully submitted,

Kim Stevenson
Recording Secretary