

Minutes of Meeting
Airport & Airport Advisory Board Update
October 4, 2021
11:00 a.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Airport Director Steven Kjergaard, Finance Director Dena Darrow, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Airport Advisory Board Chair Greg Gfeller, Airport Advisory Board Members Aaron Salzer and Mark Vehr, and DZONE owner Jeremy Divan. Commissioner Brooks was present via teleconference.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 11:00 a.m.
- B. Changes to the Agenda (Action):** There were no changes in the agenda.
- C. Business (Discussion):**

September 8, 2021 Airport Advisory Board Draft Minutes

Airport Director Steven Kjergaard reported that they had discussed parachute operations' coverage in the minimum standards document. He said a proposal had been made to restrict parachute operations from May 1 through September 30 each year, but no Advisory Board action had yet been taken. He stated he had been discussing the topic with the FAA (Federal Aviation Administration) and said the FAA Compliance Representative had indicated that they felt the proposed restriction was too stringent.

Mr. Kjergaard remarked that he felt the Airport was too busy for skydiving to be part of their activities. He said the Advisory Board would consider the situation further, then make a proposal to the BOCC.

Airport Advisory Board Chair Greg Gfeller stated that there had been substantial discussion regarding the proposed Joint Powers Agreement for the Airport.

Mr. Kjergaard said there had been a lively Question & Answer session but it had been more focused on the appointment and removal of Joint Powers Board Members than in its operation.

Mr. Gfeller remarked that the pilots seemed to feel that the Airport, as an entity, should be run by pilots, for pilots.

Mr. Kjergaard commented that there was a difference of opinion in who the Airport stakeholders were. He said his feeling was that the Airport's purpose was to serve every person and business in the County.

Commissioner Leslie Duncan asked Mr. Kjergaard for more details on another item from the Draft Minutes, the Snow Removal Equipment (SRE) and Administration Building

Design. She pointed out the statement that they were at 95% of the Admin design and had received a grant for the SRE design.

Mr. Kjergaard stated that the Admin. Design was being paid for out of Airport Fund Balance. He noted that they were having some problems getting bids on the project and described some additional challenges coordinating with the FAA on this.

Budget Pickup Truck for FY20-21 and Budget Carryover

Mr. Kjergaard commented that there had been a miscommunication regarding the tool cat the Airport had purchased using \$69,000 from the initial CARES (Coronavirus Aid, Relief and Economic Security) Act funds. He said the BOCC had approved additional expenditures for associated implements in the amount of about \$13,000 and that, due to the miscommunication, instead of taking the other \$13,000 from Fund Balance, it was taken from the \$35,000 set aside for the pickup truck they planned to buy.

Mr. Kjergaard explained that they now did not have enough money to pay for the pickup they had ordered. He said they were going to be getting another \$23,000 from the FAA in CARES funds, so he planned to use that to offset the \$13,000.

Various Lease Discussions

Potential Lease Cancellations

Mr. Kjergaard said the Board could expect to see multiple leases coming forward for cancellation due to non-completion or non-performance of building structures. He predicted there would be a couple in October, a couple in December and maybe a couple more in May.

Blue Water Tech Lease

Mr. Kjergaard said this lease would come before the BOCC soon. He remarked that it was problematic because it was a 100 year term, with very few provisions and an 11 cent per square foot rental fee. He explained that the owners were in the process of selling and he wanted to modify and renegotiate the amount and terms with the buyers. He offered details of the arrangements that were being offered, which would return the property to market rate over a number of years.

Panhandle Area Council Lease

Mr. Kjergaard stated that market rate for this lease had been established but there had been substantial negotiations requested by PAC (Panhandle Area Council). He said it was about a two acre lot and, if the Airport accepted their offer, the Airport would be losing a substantial amount of money on the rent. He asked the Board to provide direction.

There was some discussion regarding the actual figure the rent would be. Mr. Kjergaard estimated it would be about \$21,000 per year, or \$1,800 per month.

Chairman Fillios commented that this issue had been being debated for several years now. He said that at some point they would have to simply lay out a required price and go from there.

Mr. Kjergaard agreed and said that he felt the same direction should be taken on both the PAC lease and the Skeet & Trap Club lease. He urged the Commissioners to lay out a path forward and suggested they model their proposal on the Blue Water Tech Building lease, which could be modified to suit.

No objections were voiced.

Skeet & Trap Lease

Mr. Kjergaard noted that they had to wait for the appraisal of the parcel, which had already been ordered. He suggested that he begin to prepare a similar type of agreement as the one planned for PAC.

Commissioner Duncan said that, if the appraisal came back at a reasonable amount, the County might consider buying the land. She commented that the County could then set its own lease terms, without reference to FAA requirements.

Commissioner Duncan returned to the Project Update and asked about the FAA Signed Reconfiguration Infinity Apron documented Categorical Exclusion on August 23, 2021.

Mr. Kjergaard explained they planned to fit some more hangars into an area and, since the idea had not been included in their AIP (Airport Improvement Plan) there were some additional questions that needed to be answered.

Commissioner Duncan also asked about the "7460's".

Mr. Kjergaard explained that, any time a structure was built on Airport property, they had to file a 7460, a "Notice of Construction," with the FAA that described the height of the structure and other details.

Commissioner Duncan asked about the Airport's CIP (Capital Improvement Plan).

Mr. Kjergaard confirmed that the CIP was being updated and would be resubmitted to the FAA. He said it would include changes in the order in which certain projects would be approached. He stated there would be a Zoom meeting on this, which Commissioner Duncan said she would plan to attend.

Mr. Kjergaard provided details on the actual work to be done during the Runway Decoupling Project.

- D. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing.

DZONE owner Jerry Divan voiced his concerns that the restrictions proposed on skydiving would directly and adversely affect his business.

- E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 11:40 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Tina Ginorio, Deputy Clerk
