

Minutes of Meeting
Airport & Airport Advisory Board Update
November 1, 2021
11:00 a.m.

The Kootenai County Board of Commissioners: Chair Pro Tem Leslie Duncan and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Airport Director Steven Kjergaard, BOCC Senior Business Analyst Nanci Plouffe and Deputy Clerk Tina Ginorio. Also present were Airport Advisory Board Chair Greg Gfeller, Airport Advisory Board Members Al Birch, Joan Genter and Mark Vehr, and Kootenai County Residents Steve Anderson, Jeremy Divan and JR Norvell. Chairman Chris Fillios was excused.

- A. Call to Order:** Chair Pro Tem Leslie Duncan called the meeting to order at 11:00 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business (Discussion):**

Review Airport Advisory Board Minutes

Airport Director Steven Kjergaard reported that they were still working on the update to the Airport's Minimum Standards, especially in regard to skydiving activities. He reviewed the FAA (Federal Aviation Administration) requirements regarding skydiving limitations. He predicted that the draft document would be presented to the Advisory Board this month for review and then it would be brought to the BOCC for final approval.

Mr. Kjergaard said that they might have to pull the contractor's bond for the Taxiway D North project because the grass was not planted at the proper time and did not grow. He noted that he had tried to contact Northwest Grading about the problem a couple of times but had they had not taken any action.

Mr. Kjergaard reminded the Commissioners that the change in the Decoupling Project had been accepted by the FAA. He said it was now focused on electrical work which would shift all of their electrical vaults into one building and include the installation of a generator. He commented that the original grant was for \$700,000 but he did not think they would be able to find \$700,000 worth of work eligible under the grant. He explained that they had previously planned to include a number of things under the grant which now would not qualify.

Mr. Kjergaard stated that the Perimeter Fence Project was about to be closed and the SRE (Snow Removal Equipment) Building was currently on hold. He said the Gulfstream Road and Utility Extension Projects' timelines had been pushed out to spring due to shortages of materials.

Mr. Kjergaard said that there would be a CIP (Capital Improvement Plan) presentation reviewing all the planned projects. He remarked that the Airport planned projects

substantially in advance; they were considering 2027 and 2028 projects now. He said this was necessary for them to arrange FAA funding.

Mr. Kjergaard stated that they planned to meet with the tenants that would be affected by the Infinity Apron Utility Extension. He said that the cost would run about \$70,000 per lot as it was currently planned.

Mr. Kjergaard commented that Airport staff had also received their yearly wildlife training. He described the topics covered in the training.

Joint Powers Agreement

Mr. Kjergaard listed the two primary concerns tenants have voiced regarding a Joint Powers Agreement: there would not be an elected Advisory Board with whom they could talk and the Joint Powers Board would only include one airport user. He described the type of issues that could arise with a Board made up primarily of tenants and airport users.

Chair Pro Tem Duncan said she felt this was not the best time to discuss such a change in Airport Administration because people in Kootenai County were already very concerned about the Forms of Government Study Commission.

Airport Advisory Board Member Joan Genter suggested that the cities that would be involved in the Joint Powers Agreement be asked whether they have any interest in participating and the information brought to the Advisory Board and the BOCC without making a public issue of it yet.

Chair Pro Tem Duncan said she would be willing to attend such discussions but she was not sure how much support the proposal would ultimately get.

It was generally agreed this would be discussed further in the future.

Customs/Border Patrol Agreements

Mr. Kjergaard announced that Stancraft had gotten U.S. Customs to agree to operate out of the Airport. He provided documents outlining the proposal and explained that the actual cost would be paid by those using the services. He indicated that Stancraft would have to provide a building from which the officials would operate. He described the customers that would be served and said he would bring the proposal to a Business Meeting in the next month.

Storage Units

Mr. Kjergaard stated that the Airport needed an additional revenue source and provided information on the proposed creation of a storage unit facility which could be located on the northern part of their land. He said he would like to begin discussing the proposal with some bond groups. He reviewed the data they had collected on the cost and projected revenue of such a facility.

- 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.

Kootenai County Resident Steve Anderson said he would like additional information on the proposed storage units at the Airport to be released, when it was available. He also commented that, while he did not oppose Airport Representatives approaching the different cities for a discussion in relation to participation in a Joint Powers Agreement, he did oppose the Joint Powers Agreement itself.

Airport Advisory Board Member Al Birch commented that he had just visited the Kalispell Airport in Montana and they had a tower, a terminal, free parking and all the amenities that had been discussed for the Kootenai County Airport, yet Kalispell only had a population of about 40,000. He encouraged the Board, the Airport Director and the Advisory Board to proceed with these improvements.

- E. Adjournment (Action):** Chair Pro Tem Duncan adjourned the meeting at 11:42 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

LESLIE DUNCAN, CHAIR PRO TEM

BY: _____
Tina Ginorio, Deputy Clerk
