

**Minutes of Meeting  
Airport Advisory Board  
October 28, 2013  
9:30 a.m.**

The Kootenai County Board of Commissioners: Chairman Pro Tem Dan Green and Commissioner Jai Nelson met to discuss the following agenda items. Also present were Airport Director Greg Delavan, Airport Advisory Board Chairman John Adams, and Deputy Clerk Nancy Jones. Chairman Todd Tondee was excused.

**A. Call to Order:** Chairman Pro Tem Green called the meeting to order at 9:30 a.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed

**E. New Business:**

Airport Advisory Board Chairman John Adams shared that the Director of Airline Development for Gem Air has presented the Airport with a proposal for commuter air service between Coeur d'Alene and Boise. The airline is based in Salmon, Idaho, and briefly provided commuter service out of Sandpoint under the name Salmon Air. Mr. Adams stated that he will review the proposal, which details the cost, operating needs, aircraft type, and service options for this service. The attendees discussed the history of Gem Air, aircraft and weather considerations, and potential consumer hesitation (including ticket prices and comfort concerns). Mr. Adams will bring this item back before the Board when more comprehensive information is available.

Airport Director Greg Delavan shared that the Airport had a Federal Aviation Administration (FAA) certification inspection last month, and that only small discrepancies were noted (with regard to the reflectivity of the runway paint). Those areas of concern are being addressed by the Airport staff. Further, Mr. Delavan updated the Board on a project that was recently done to resolve an issue for Airport Hangar Lessee Doug Parker. Mr. Parker had obtained a new jet that required additional taxi lane clearance (from other aircraft) on a lane that was cracked and in need of resurfacing. (The asphalt under discussion was in an area that belongs to the tenants and is not part of the Airport Taxiway system.) As a result, a collaborative project was initiated to resolve both issues. In order to facilitate the desired upgrades, Airport staff provided the labor and equipment to remove the old asphalt, and to prepare the area for renovation. In turn, Mr. Parker hired an asphalt company to resurface the area and paid for the repaving. The project will be complete in early November.

Mr. Adams shared that the TBM Fly-In event went well, despite some weather issues, and that attendance was greater than anticipated. Several attendees requested hangar applications during the event. Mr. Delavan verified that the Coeur d'Alene Resort received the invoice for event fees and that the amount has been paid in full.

Mr. Delavan informed the Board that he is continuing to work on the Airport grant proposal. Recently, Mr. Delavan had the opportunity to meet with an FAA representative, and he reported that he had received good feedback regarding how to present the project scope for that proposal. Once that document has been written, he will submit it to the Commissioners for review and response.

Mr. Adams verified that three (3) positions on the Airport Advisory Board are coming up for renewal. He shared that one member is not expected to reapply, but that the other two (2) current members are still considering reapplication to the Board. Several outside applications have been received for the positions, as well.

Mr. Delavan verified that the Airport recently received a sweeper and broom-head from Fairchild Air Force Base, and noted that Airport Operations Supervisor Phil Cummings deserved recognition for the work he had done to secure the acquisition of that equipment. The Airport staff is now taking the appropriate steps to ensure the items are added to their inventory lists and are insured as necessary.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 9:56 a.m.

Respectfully submitted,

CLIFFORD T. HAYES, CLERK

BY: \_\_\_\_\_  
Nancy A. Jones, Deputy Clerk