

**Minutes of Meeting**  
**Airport Runway Length Scope Changes**  
**December 9, 2013**  
**9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee, Commissioner 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, Kootenai Metropolitan Planning Organization Executive Director Glenn Miles, Empire Airlines President Tim Komberec, and Deputy Clerk Nancy Jones.

**A. Call to Order:** Chairman Tondee called the meeting to order at 9:02 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:**

Commissioner Green explained that the purpose of the meeting was to discuss the Airport Master Plan, the need for Airport runway extension, and conflicts between the Airport, the City of Hayden, and the Kootenai Metropolitan Planning Organization (KMPO). Further, Commissioner Green asked the attendees to clarify contrary information from the Airport and KMPO, especially with regard to information sharing and options for resolution.

Airport Director Greg Delavan outlined the process that was used to develop the existing Airport Master Plan and the timeline of its design. Mr. Delavan acknowledged that the proposed runway extension creates roadway conflicts with both Huetter and Ramsey Roads. Further, Mr. Delavan shared that he has been working with the Federal Aviation Administration (FAA) to access federal funding for property acquisition. This would allow for expansion of the Airport boundaries and the accommodation of additional safety zones. The attendees discussed the purpose of the runway extension and the types of aircraft that might need to be supported in the future. Empire Airlines President Tim Komberec spoke regarding the advantages of proactive Airport planning and expansion.

KMPO Executive Director Glenn Miles described the steps that were taken to accommodate Airport expansion and safety zones when the Huetter Quarter Study was coordinated in 2006, including elimination of a full Wyoming interchange. Further, Mr. Miles reported on steps that were taken to accommodate the Airport when the Ramsey Road project was designed in 2009. Mr. Miles agreed with the FAA determination that adjacent roadways may not encroach on the Airport safety zones; however, he questioned whether options might exist for a shorter runway and smaller safety zone area. The group discussed the potential of eventually decoupling the runways and the limited options that are available with regard to the Ramsey Road project.

Commissioner Green noted that the City of Hayden, KMPO, and the Airport appear to be developing associated long-term plans without the full consult of the correlating entities. Commissioner Nelson asked whether it may be beneficial to have the Airport Master Plan consultants complete an additional analysis that incorporates information from the Huetter and Ramsey Road projects and directly addresses the question of runway length. Chairman Tondee acknowledged that two master plans exist, which are in direct conflict with each other, and that it will take cooperation to move forward.

Mr. Miles recommended that any firms that are hired to conduct supplemental runway length analysis should be impartial, third-party firms who will not be involved in the construction or development projects that are being assessed. Mr. Miles presented, for Board review, a draft scope of work for this further examination. Mr. Delavan stated that this draft rewrites components of the existing Airport Master Plan, and that this scope will invalidate that plan. Mr. Delavan indicated that a draft scope of work for the reanalysis was also completed by Mead and Hunt, with a significantly different focus from the scope that was proposed by Mr. Miles. The Board determined that both proposals should be reviewed, and that a meeting should be set to meet with the Airport consultants, in order to seek additional clarification about whether a reanalysis would be beneficial. Mr. Delavan encouraged the Board to meet with the consultants to gain insight into the long-term ramifications of initiating additional analysis. Commissioner Nelson recommended that Mr. Miles should be invited to that meeting, as well, in order to fully address all questions and concerns.

**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 10:22 a.m.

Respectfully submitted,

PAT RAFFEE, CHIEF DEPUTY CLERK

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