

**Minutes of Meeting
Airport Advisory Board
March 24, 2014
9:30 a.m.**

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

- A. Call to Order:** Chairman Tondee called the meeting to order at 9:33 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 Director Greg Delavan provided a recap of the Airport Advisory Board meeting that took place on March 12, 2014. Advisory Board Chairman John Adams noted that previous minutes were not approved at the meeting, due to the lack of a quorum.

Mr. Delavan informed the Board that the Federal Aviation Administration (FAA) responded with initial comments to the Sustainability Grant scope, and that he would be forwarding those comments to the Commissioners for review and response. Further, Mr. Delavan noted that an Independent Fee Estimate (IFE), requiring input from an independent consultant, would be necessary for any threshold over \$100,000. He clarified that costs associated with the hire of a consultant are included in the grant.

Commissioner Jai Nelson joined the meeting at 9:36 a.m.

Mr. Delavan shared that Certified Professional Facilitator Marsha Bracke attended the Advisory Board meeting and introduced herself to the attendees. Ms. Bracke is the facilitator assigned to negotiate the Huetter Bypass and Runway Extension conflict. Mr. Delavan suggested that a meeting between the Commissioners and Ms. Bracke might be beneficial. Commissioner Nelson stated that Ms. Bracke had distributed a calendar of scheduled meetings with the various groups involved in mediation, although some of those meetings might be rescheduled. Mr. Delavan mentioned that he would be speaking to Ms. Bracke later in the week and that he will forward any relevant information or schedule updates. The final meetings in the process will likely be held in August or September of this year.

Mr. Delavan stated that he received a copy of the existing lease for the Army Reserve Building. This was a fifty (50) year government land lease that was signed and paid for in advance in 1987, at the lease rate of one dollar (\$1.00) per year. Civil Deputy Prosecuting Attorney R. David Ferguson is reviewing the agreement to determine whether the Forest Service will be eligible to assume the lease under those terms if they move into the building. If a new lease is appropriate, the new land lease agreement would be drafted at the current rate of eighteen (18) cents per square foot, resulting in an annual lease of \$30,000 to \$35,000 per year, depending on the amount of land included in the contract. More information will be available when review of the contract is complete and the new tenant of the Army Reserve Building is officially designated.

Mr. Delavan described the Dog Drop Event that took place at the Airport on March 22, 2014. Ten (10) planes arrived to deliver dogs to the Kootenai Humane Society, and two (2) PBS crews were on hand to film the event for a documentary. The planes arrived later than originally scheduled, and Airport Operations Supervisor Phil Cummings volunteered to stay late to accommodate the delay. Mr. Delavan stated that, other than those timing issues, the event was efficient and well organized.

The COE Airport Association (Association) is continuing their efforts to construct an observation area at the Airport. Mr. Delavan remarked that he is waiting to receive a business plan from the Association, noting that they will be responsible for all supplies and construction costs associated with this project.

The attendees discussed the sewer rate study and pending changes to the Joint Powers Agreement, which will likely affect the anticipated sewer rate adjustments. Commissioner Green reviewed some of the considerations and issues related to these changes. Mr. Delavan reviewed historic and current sewer use at the Airport. Commissioner Green advised that a meeting should be scheduled so that Hayden Area Regional Sewer Board representatives can discuss this issue with the Commissioners in further detail.

The attendees discussed the possibility of the Airport serving as a customs point in the future, and the challenges with pursuing this option. Chairman Tondee agreed to get additional information about this possibility and to report his findings to Mr. Delavan.

Commissioner Green initiated a discussion regarding the receivables at the Airport, and it was determined that this item should be discussed in a separate meeting. Commissioner Green agreed to submit this topic for discussion at an upcoming Commissioners' Debriefing.

- 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 10:27 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: _____
Nancy A. Jones, Deputy Clerk
