

**Minutes of Meeting**  
**Airport Advisory Board**  
**June 23, 2014**  
**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, and Deputy Clerk Cheryl Baumann.

**A. Call to Order:** Chairman Tondee called the meeting to order at 9:01 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 provided a recap of the Airport Advisory Board meeting that took place on June 11, 2014. Topic highlights included:

- Huetter Road By-Pass and Airport Runway extension update
- Pending hangar improvements and recent hangar sales
- Safety observations
- Status of the AGC Composites (Unitech) lease, including the need for additional parking and fencing

The Board directed Mr. Delavan to work with Legal to draft a resolution which will modify the existing sewer fee structure for tenants who lease at the Airport. After review of a Sewer Rate Study by T-O Engineering, the Airport Advisory Board recommended tenants be charged a fee of \$37.50 per month, for ongoing maintenance and Hayden Area Regional Sewer Board (HARSB) monthly usage fees. Mr. Delavan also agreed to meet with Legal to add a capital reserve fee to the resolution, based on the sewer study results. The capital reserve fee will be charged to new lease customers, and will cover infrastructure upgrades, such as pipe and pump replacements, and access to the sewer plant.

Mr. Delavan also updated the Board on the following Airport issues:

- A plane accident occurred last month in the Runway Protection Zone, which illustrates the need for safety areas around the Airport.
- The bulldozer that was stolen from the Airport will be replaced with settlement funds from ICRMP.
- Airport Drive is being reconstructed between the Panhandle Area Council building and the Resort Aviation hanger.

Mr. Delavan informed the Board that he has been tracking the time that Airport staff has dedicated to improving the entrance at the Kootenai County Fairgrounds. He explained that any future Airport Infrastructure Grants, which require matching funds that are not available in the Airport budget, can be matched by proof of in-kind work within the County.

**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 9:41 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_

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Cheryl Baumann, Deputy Clerk