

**Minutes of Meeting**  
**Airport Discussion with FAA**  
**November 5, 2014**  
**1:00 p.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 Clerk Jim Brannon, Interim Airport Director Phil Cummings, Airport Advisory Board President John Adams and member Jim Thorpe, T-O Engineers Project Manager J.R. Norvell and Planning Services Leader Chris Pomeroy, City of Hayden Public Works Director Sean Hoisington, Reynolds, Smith and Hills, Inc. Senior Aviation Consultant Steven Domino, and Deputy Clerks Courtney McKinnie and Daniel Robertson. Also in attendance via teleconference were Federal Aviation Administration representatives Gary Gates, Dave Stelling, Scott Eaton, Ryan Zulauf, and Diane Stilson, and Idaho Division of Aeronautics representatives Mike Pape, Melissa Kaplan, Rodger Sorenson, and Bill Statham. Citizen Greg Delavan was also in attendance.

**A. Call to Order:** Chairman Tondee called the meeting to order at 1:03 p.m.

**B. Introductions:** Chairman Tondee asked the attendees to introduce themselves.

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

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

**E. New Business:**

Federal Aviation Administration (FAA) representative Gary Gates said that a letter had been sent to key airport stakeholders requesting feedback on the Environmental Assessment (EA) for the planned airport land acquisition. He said that comments had been received from some entities regarding conflicts with improvement plans for Heutter and Ramsey Roads. Mr. Gates said that the FAA is obligated to address these conflicts and he suggested putting the EA on hold until the key stakeholders, including the FAA, could meet to discuss their concerns and reach an agreement on the land acquisition. He said that the FAA supports acquiring land to protect the runway approach, as long as environmental requirements are satisfied.

The attendees discussed the logistical details of such a meeting, including:

- The possible times, dates, venues and topics
- Entities interested in attending
- Who from the FAA, the Idaho Division of Aeronautics, the Idaho Transportation Department, Kootenai County, and the various stakeholders would be invited to attend, would be asked to present topics for discussion, and when to send the invitations
- The possibility of hiring Reynolds, Smith and Hills, Inc. Senior Aviation Consultant Steven Domino as a consultant to help resolve the conflicts with the stakeholders, and his role in the meeting if he is hired
- Mr. Gates requested a timeline on the history of previous meetings and key events regarding these issues, which the Commissioners agreed to send to him

- Whether a planning meeting should be held prior to the discussion meeting, and the details of such a meeting
- What other preparations and information would be needed prior to the event

The Commissioners stated that they would contact the interested parties to organize the meeting and pull the relevant data together.

The attendees discussed the inconsistencies between the Airport Master Plan (AMP) and Airport Layout Plan (ALP), and whether these plans should be updated. Mr. Gates indicated that the FAA would support updating these plans if the Commissioners decided to move in that direction.

Chairman Tondee asked whether the County would be moving forward with the proposed scope of work for the Airport Sustainability Plan. He asked if the scope of work, as written, would still be acceptable under these conditions. FAA representative Diane Stilson indicated that she would review the scope of work and make her recommendation to the Commissioners, but that the final decision was in the Commissioners' hands.

Mr. Gates asked the Commissioners if they had any specific concerns about the proposed scope of work. The Commissioners indicated that they did not have any concerns other than what had already been discussed.

Chairman Tondee asked if any of the attendees had other questions or concerns. Airport Advisory Board President John Adams asked if the comments on the EA from the highway districts, the Kootenai Metropolitan Planning Organization, and the City of Hayden could be made available. Chairman Tondee indicated that the County already had these comments.

Chairman Tondee thanked the attendees for their time and input, and thanked the FAA for hosting the conference call.

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

Chairman Tondee adjourned the meeting at 2:06 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_  
Daniel Robertson, Deputy Clerk

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