

**Minutes of Meeting**  
**Airport Advisory Board and Airport Monthly Discussion**  
**June 26, 2015**  
**8:30 a.m.**

The Kootenai County Board of Commissioners: Chairman David Stewart, Commissioner Dan Green and Commissioner Marc Eberlein met to discuss the following agenda items. Also present were Airport Director Greg Delavan, Deputy Director Phil Cummings, Airport Advisory Board Chairman Jim Thorpe and Member John Adams, and Deputy Clerk Meshell Missler.

- A. Call to Order:** Chairman David Stewart called the meeting to order at 8:33 a.m.
- B. Introductions:** There were no introductions.
- C. Changes to the Agenda:** There were no changes to the agenda.
- D. Old Business:** There was no old business discussed.
- E. New Business:**

**Airport Advisory Board Update**

Airport Advisory Board Chairman Jim Thorpe updated the Commissioners on the June 10, 2015 Advisory Board meeting. Mr. Thorpe discussed the following:

- A request from Aspen Homes to build another hangar
- Hayden Lake Irrigation District's intent to build a water tower close to the Airport, and the concern that this could be an aviation hazard
- Equipment has been purchased to grade the landscape in preparation for the Compass Calibration Pad
- The general aviation ramp repaving is scheduled to begin July 13, 2015, and should be completed within 45 days

**Memorandum of Understanding**  
**and**  
**Federal Aviation Administration (FAA) Updates**

Airport Director Greg Delavan said he received the draft Memorandum of Understanding (MOU) created by Steven Domino and had some language he would like to see added to the document. Commissioner Marc Eberlein directed Mr. Delavan to make his revisions to the MOU and provide a redline/track changes copy for the Board to review. Mr. Delavan agreed.

Commissioner Dan Green reminded the Board and Mr. Delavan that the original direction of the Board was to hold back on this MOU and to amend the Runway Protection Zone (RPZ) first.

Mr. Delavan said the Airport Master Plan (AMP) will take years to amend, but amendments to the Airport Layout Plan (ALP) have been submitted to the Federal Aviation Administration (FAA). Mr. Delavan said he hopes this change will satisfy the City of Hayden's concerns over the RPZ. Mr. Delavan said the ALP amendment shows the runway approach has been deleted from the map. He continued that the FAA has

reviewed the map drawings and while they have expressed no objections, neither have they voiced approval. Mr. Delavan said to get the FAA to endorse the ALP update, the County needs the MOU issue resolved.

Chairman Stewart recommended Mr. Delavan and one Commissioner meet with the City of Hayden and work out some of the details before scheduling another meeting with the full Board. He said such meetings are better off the record as more can be accomplished.

Commissioner Green said he does not support any one Board member having authority to obligate or negotiate on behalf of the County. He said he agrees with having Mr. Delavan add language or make changes to the MOU and forwarding a copy of the draft MOU to the City of Hayden to get their input and possible objections.

Mr. Delavan said he would like to have a discussion with the City of Hayden to identify their issues so he can recommend possible solutions; and then bring the MOU before the Board for comment, response and a possible endorsement. He said he thought more would be accomplished in a smaller group meeting.

Commissioner Eberlein said FAA representative Gary Gates has been requesting the MOU so the County needs to move forward and provide the MOU. He also said the City of Hayden is looking for amendments to the ALP and the AMP, and that if the FAA had no objections to the maps, this was good progress.

Commissioner Green said he was frustrated with the FAA delay on approving the amended AMP as it is the one thing the City of Hayden has requested and was discussed in December 2014 with the FAA.

Chairman Stewart said he thought a lot more could be accomplished with one Commissioner sitting down with the City of Hayden and Mr. Delavan and hashing out some of the details off the record.

Commissioner Green said he thought Commissioner Eberlein had done a great job at rebuilding trust with the City of Hayden's City Council, and that by Commissioner Eberlein's meeting with the Council on a regular basis, a lot had been accomplished.

Chairman Stewart said he thought a lot more could be accomplished off the record. He said scheduled meetings on the record could cause more discord but that people relax more when meetings are off the record.

Commissioner Eberlein asked Mr. Delavan when FAA representative Gary Gates would be in town so a meeting could be set up with him. Mr. Delavan did not know, and said he would follow up with the Board at a later date. Commissioner Green suggested possibly inviting the City of Hayden to that meeting so they could hear for themselves some of the FAA's reasons for all the delays. Commissioner Eberlein agreed.

Commissioner Green also suggested a possible contingency agreement with the City of Hayden, and said that if some agreements were put in writing this might help the City of Hayden be more at ease.

Commissioner Eberlein suggested reviewing the MOU after receiving Mr. Delavan's suggested changes and then meeting with the City of Hayden. Commissioner Eberlein said with copies of the new maps he had received, and a draft MOU, he was pleased to have progress to discuss with the City of Hayden.

**Tie Down Agreement**

Mr. Delavan said there was a Flying Club coming to town in September which is opposed to the overnight tie-down fees charged by the Airport. He requested the Board's direction on how to handle this specific group's desires. Commissioner Green suggested asking the entities that benefit from this group's visit to pay the fees, or work with the promoters of the event to negotiate an event fee. Mr. Delavan agreed to take those actions.

**Construction Notice**

Mr. Delavan gave the Board a copy of the notice and flyers for the repaving of the general aviation ramp construction scheduled for July 10, 2015, through September 25, 2015.

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

Chairman Stewart adjourned the meeting at 9:43 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

DAVID STEWART, CHAIRMAN

BY: \_\_\_\_\_  
Meshell Missler, Deputy Clerk

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