



AIRPORT ADVISORY BOARD MINUTES OF MEETING

March 11, 2020 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairwoman Genter
X	Alex Birch
X	Brett Boyer
X	Greg Gfeller
X	Tim Komberec
X	Sholeh Patrick
X	Aaron Salzer
X	Mark Vehr

CALL TO ORDER/ROLL CALL: Chairwoman Genter called the meeting to order at 5:00 pm. and did Roll Call.

PLEDGE OF ALLEGIANCE: All stood for the Pledge of Allegiance.

STAFF PRESENT: Steven Kjergaard, Mary Hopkins, Jon Rouleau.

VISITORS PRESENT: Bill Brooks, Gene Soper, Terry Saunders, Nolan Wiley, Colette Laurain, Corrie Siegford, JR Norvell, Rod Genter, Jim Thorpe.

CONFLICTS OF INTEREST: No conflicts of interest were noted.

CHANGES TO THE AGENDA: No changes to the agenda were made.

APPROVAL OF MINUTES: (Action)

MOTION: Greg GFeller moved to approve the minutes of the last meeting. Mark Vehr seconded; the Motion carried.

A. Annual Fee Review (All Action Items)

1. Resolution 2017-08 Sewer Connection and Monthly User Fees/Airport
Steven Kjergaard indicated that we are not collecting enough sewer fees to cover the current costs. We are considering an increase from \$37.50 per month to \$54.00 per month to cover our costs.
2. Resolution 2019-40 Coeur d'Alene Airport Fees
 - a. The changes being made are to the Private Ground rates from .203 to .208; Commercial Ground from \$.254 to \$.260 and Non-Aeronautical Ground from \$.508 to \$.521 – According to the CPI.
 - b. Lease Application Fee - \$500 for private hangar - \$1,250 for Commercial and reserve the right to charge more if necessary.

MOTION: Greg Gfeller moved to recommend the BOCC accept these temporary rates until next year when we look at the rates again. Aaron Salzer seconded; the Motion carried.

B. Advisory Board Guidelines (Action) – Brett Boyer suggested a correction to the Guidelines to make it read better.

MOTION: Brett Boyer moved to approve the Guidelines as written with the recommended change and recommend the Board of Commissioner adopt the Guidelines. Alex Birch seconded; the Motion carried.

C. Service Award Appreciation (Discussion) – Steven Kjergaard presented Sholeh Patrick with a Certificate of Appreciation for her dedication and participation on the Airport Advisory Board. The rest of the Board thanked her as well. Sholeh stated she has enjoyed working with this Board and would still like to help with events in the future.

D. Advisory Board Recommendation to fill Sholeh Patrick's Position (Action) – Chairwoman Genter stated that the Board is recommending that Tim Komberec be taken off Alternate status and fulfill the unexpired term of Sholeh Patrick which is up at the end of this year.

MOTION: Greg Gfeller moved to approve Tim Komberec's move to the Advisory Board as a regular voting member filling Sholeh's unexpired term. Brett Boyer seconded; the Motion carried.

E. Letter of Agreement (LOA) Parachute Operator (Action) – Steven Kjergaard explained that we received a request from DZONE Skydiving to operate as a SASO – Skydiving on the Coeur d'Alene Airport. Mr. Kjergaard further explained that basically, we are unable to discriminate against this type of "Aviation activity"; therefore by entering into an agreement, we are able to protect the Airport in event the Operation is not done according to the Rules and Standards of the Coeur d'Alene Airport. Tim Komberec stated he is not in favor of this type of activity on the Airport.

Steven stated he is not thrilled with this type of activity at the Airport either; however, because the FAA deems this type of activity aviation use, the Airport will allow this operation provided they follow the rules and standards of the Airport and the agreement. They will have to provide a Certificate of Insurance.

MOTION: Greg Gfeller moved to accept the SASO for DZONE Skydiving to operate at the Coeur d'Alene Airport provided they follow all the Rules and Standards of the Airport. Aaron seconded. Mark, Sholeh, Greg and Aaron voted to approve the motion. Brett and Alex voted no; the Motion carried.

STAFF REPORTS/UPDATES:

Prox Cards (Discussion) – Steven just wanted to remind everyone that Prox cards will be issued beginning April 1st and the system will go live May 1st. Tenants will need to complete the Driver Training test. Cards will limit the tenant to the area they need. There's no cost unless an individual loses their card and needs one reissued. We are asking everyone to contact our office to make an appointment to take the test.

OLD BUSINESS: None.

CDA Airport Association Update: No report.

PUBLIC COMMENT: None

ADJOURNMENT:

MOTION: Mark Vehr moved to adjourn. Greg Gfeller seconded; the motion carried.

Respectfully Submitted,

Mary Hopkins
Recording Secretary