



AIRPORT ADVISORY BOARD

MINUTES OF MEETING

January 12, 2022 - 5:00 p.m.
10375 Sensor Avenue- Airport Manager's Office
Coeur d'Alene Airport, Hayden, Idaho

MEMBERS PRESENT:

X	Chairman Gfeller
X	Aaron Salzer
X	Alex Birch
X	Brett Boyer
X	Joan Genter
X	Mark Vehr
X	Tim Komberec

CALL TO ORDER/ROLL CALL: Chairman Gfeller called the meeting to order at 5:00 pm. and did Roll Call. Brett Boyer arrived to the meeting at 5:28 pm.

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

STAFF PRESENT: Steven Kjergaard, Linda Leigh, Kim Stevenson.

VISITORS PRESENT: JR Norvell, Don Gary, Scott and Kerri Keller, Josh Ranum, Elsbeth Roach, Steve Anderson, Mike Henkoski, Larry Hodel, Jim Walsh, Jeremy Divan, Mike Kincaid, Ann, Keith Lang, Aaron Boub, Commissioner Brooks.

CONFLICTS OF INTEREST: No conflicts of interest were noted.

CHANGES TO THE AGENDA: Item # 13 was pulled from the agenda.

APPROVAL OF MINUTES: (Action)

MOTION: Mark Vehr moved to approve the minutes of the last meeting with one change. Joan Genter seconded; the motion carried.

ELECT ADVISORY BOARD CHAIR: (Action)

Joan Genter nominated Greg Gfeller for a second term as Chairman. Aaron Salzer seconded; the motion carried.

ELECT ADVISORY BOARD VICE-CHAIR: (Action)

Tim Komberec nominated Joan Genter for a second term as Vice-Chair. Mark Vehr seconded; the motion carried.

AWOS (Automated Weather Observation System): (Discussion)

The Coeur d'Alene Airport Association (CDAA) sent an email to the Commissioners about the AWOS (Attachment A). Steven Kjergaard wrote a response and got approval to send it out on January 6, 2022 (Attachment B). The Association would like the Airport to broadcast critical safety items on the AWOS. The Airport has an FAA controlled system that does not allow the message to be altered. The National Weather Service is the agency restricting additional remarks on the AWOS as it is intended for weather only. Aaron Salzer mentioned that as of the last CDAA meeting Commissioner Duncan was looking into the situation as well.

Mike Henkoski, Board member for CDAA, requested to present comments related to Steven's response. Chairman Gfeller allowed, stating he would like to see a more collaborative effort. The letter was provided to the Airport at this time (Attachment C). It outlines arguments in favor of adding critical NOTAM information only to the AWOS, and an offer to start a fundraiser for a shortfall of funding for a new AWOS system. It was also suggested that the Airport request the FAA to transfer ownership of the AWOS. Chairman Gfeller recapped Mr. Henkoski's remarks for clarification, and tabled the discussion.

MINIMUM STANDARDS UPDATE: (Action)

The Airport received two responses to the request for comment that was decided on at the November 2021 Advisory Board meeting. The request period was open for six weeks. The CDAA also requested that the entire Minimum Standards document be opened for comments (Attachment D). Chairman Gfeller asked the Advisory Board for their choice and none wanted to do so. Steven Kjergaard stated that anyone could make a request to change the Minimum Standards at any time, and it would be kept until the next time that the full document is open for discussion.

The comments received from Steven Anderson were submitted to the Airport with both the issue and proposed modification language. Each one was reviewed and discussed individually (Attachment E). Chairman Gfeller and other Advisory Board members discussed whether Skydiving operators must load/unload passengers with engines off. Aaron Salzer felt an issue about positive control of the aircraft and passengers was covered by other sections in the standard.

Mark Vehr made a motion to accept all changes to the Minimum Standards *except* for Item 2a under the Skydiving SASO and present to the Kootenai County Commissioners for approval. Tim Komberec seconded; the motion carried.

NORTH SIDE HANGAR-HEIGHT OVER 35': (Action)

Per Minimum Standards, the Airport Advisory Board must approve any structure over 35' in height. The facility on the north side falls into this category, and the Airport has no issue (Attachment F). It clears all 7460 (Form 7460-1 Notice of Proposed Construction or Alteration) requirements for the FAA.

Mark Vehr made a motion to approve the height of the new building as submitted. Brett Boyer seconded; the motion carried.

AIRPORT FEE: (Discussion)

Steven Kjergaard wanted to give a heads up to make sure everyone is aware.

Current CPI (Consumer Price Index) is running 7 - 9%. Nothing is final yet.

The Airport is discussing using Vector to collect Airport use fees (Attachment G). It would require the Airport to change the fee structure to cost per 1,000 pounds of gross weight of the aircraft type and change the minimum weight charged at 8,000 pounds. It would also remove the collection responsibility from the FBO. Vector is just one of the options, and would net the Airport 1.5 times current collection amounts. Some transient aircraft that do not take any services from the FBO wind up not paying any airport use fees.

STAFF REPORTS/UPDATES: (All Discussion Items)

Steven Kjergaard started by clearing up some concerns about Runway 02/20 stemming from a meeting with Steve Anderson. An interim study showed Runway 06/24 was at the requisite 95% coverage for all category of aircraft. This is the point where the FAA states an airport only needs one runway - all other factors are insignificant. In the next master planning meeting in roughly three years, we need to be on the same page in discussions with the FAA about keeping Runway 02/20. Steven wanted to dispell misconceptions that the Airport wanted to abandon Runway 02/20. The Airport wants to work toward saving the funding for the runway if the wind continues to shift toward Runway 06/24.

Steven also addressed comments about Runway 02/20 being closed for about two weeks during the last snow event. Approximately one-third of the runway was covered in ice. Once a runway has ice, the Airport's snow & ice plan as part of our Part 139 requirement dictate closing the runway.

As of the meeting, approximately one-third of the Airport's snow removal equipment is down for repairs: the primary blower, one loader, and the back-up plow.

The Airport has one FBO on the field as of the middle of December 2021 when Stancraft Jet Center purchased Resort Aviation Jet Center.

The FAA has scheduled our Part 139 inspection for February 2, 2022.

The Airport sent out letters to 8 - 10 lessees who have failed to meet their construction requirements to provide us with permit numbers by January 31, 2022, and building must commence by May 31, 2022.

The Commemorative Air Force has asked the Airport to host an Air Expo in July 2022. A planning committee is being formed with the CDAA will have at least one person, Joan Genter and Mark Vehr of the Advisory Board, and some others on the field to start January or February 2022.

A. Steven Kjergaard presented the Engineering Projects Status Report from T-O Engineers (Attachment H).

1. **Taxiway D North** - Complete except for continuing issues with grass.
2. **Runway 20/24 Decoupling -Renamed to Runway 06/24 rehab and Taxiway B-4 construction** - Negotiating with T-O Engineers on fees. Required Independent Fee Review complete.
3. **Perimeter Fence Project** - In close-out.
4. **Snow Removal Equipment (SRE) and Administration Building Design** - Bidding this year and hopefully get better pricing.
5. **Gulfstream Road and Utility Extension project** - Expect to break ground in April 2022.
6. **Infinite Apron Utility Extension project** - Running into high infrastructure costs.
7. **Runway 6-24 Rehab** - Have submitted applications for the rehab and design portions.
8. **Misc On-Call tasks**
 - a. **Sewer inventory** - Main lines were being inspected when a blockage was located and dislodged. That would have had serious consequences had it not been found early.
 - b. **ATCT Planning** - Requesting any letters in support of a tower to back up our case for the FAA constructing an air traffic control tower.
 - c. **CatEx for Northeast area** - Categorical Exclusion or environmental study is required by FAA prior to development.

CDA Airport Association Update: Steve Anderson said that Mike Henkoski's presentation was the update from the CDAA.

Chairman Gfeller suggested forming a committee of pilots, Airport Advisory Board, and the Airport Director to sit down and discuss items such as this in the future. He requested any interested folks email him, Steven, Kim, or Linda. Steven suggested the Airport could send an email and set a time.

PUBLIC COMMENT: Public comment was made by the following:

1. Al Birch of the Advisory Board talked about land acquisition on the North side.
2. Steve Anderson talked about the Airport Master Plan, Vector, the Consumer Price Index (CPI) and lease increases, and FARs (Federal Aviation Regulations).
3. Mike Henkoski talked about sewer fees.

ADJOURNMENT:

MOTION: Joan Genter motioned to adjourn the meeting at 6:34 pm, Aaron Salzer seconded; the motion carried.

Respectfully submitted,

Kim Stevenson
Recording Secretary