

**Minutes of Meeting  
Airport  
January 30, 2019  
9:00 a.m.**

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Bill Brooks and Commissioner Leslie Duncan met to discuss the following agenda items. Also present were Airport Director Steven Kjergaard, Airport Deputy Director Phil Cummings, Civil Deputy Prosecuting Attorney R. David Ferguson and Deputy Clerk Tina Ginorio. Also present were Airport Advisory Board Chair Joan Genter, T-O Engineers Regional Manager JR Norvill and Kootenai County Resident Jolene Compton.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 9:02 a.m.
- B. Changes to the Agenda (Action):** There were no changes to the agenda.
- C. Business:**

**Airport Master Plan (Discussion)**

Airport Director Steven Kjergaard updated the new Commissioners on the Airport Master Plan which had been worked on for about eighteen months. He introduced JR Norvill, Regional Manager of T-O Engineers.

Mr. Norvill offered the Board a presentation describing the work that his company, along with Mead & Hunt and Maul Foster & Alongi, Inc. had accomplished. He explained the different stages the project had gone through from the winter of 2017/2018 through fall 2019. He explained they began with an inventory of the Airport's total assets, then created a list of the demands they believed the Airport would have to meet. After that, he said they made a list of alternative ways to achieve their goals and made a Capital Plan to cover funding. He stated they had held four meetings for the public and six meetings for the Community Advisory Committee (CAC) throughout this process. Mr. Kjergaard commented that it was unusual to have this level of public involvement in a process involving an airport of their size.

**Airport Layout Plan (Discussion)**

Mr. Norvill stated the result of this could be seen in the CIP (Capital Improvement Plan) and the Airport Layout Plan. He shared maps depicting different aspects of their land use projections. Mr. Norvill listed the main capital projects they planned to accomplish during the next five years and the total cost of each:

- Reconstruct Taxiway D North \$2.1 million
- Acquire Index B ARFF (Aircraft Rescue & Firefighting) Vehicle \$0.7 million
- De-Couple Runway 20/24, Construct Taxiway N-3,  
Rehabilitate Taxiway A and Runway 6/24 \$5.8 million
- Perimeter Fence Extension \$1.0 million

- Construct SRE (Snow Removal Equipment) Storage/  
GA Terminal/Administration Building \$2.5 million
- Acquire Snow Removal Equipment \$0.7 million
- Reconfigure Geometry of Runway 2 and Taxiway D,  
Demolish Administration Building, Avigation Easements \$1.5 million

Mr. Norvill said they were waiting for the FAA’s review of the plans, after which they would proceed to the project closeout phase. He explained this would consist of incorporating any requests the FAA had made into the plans and providing a final report to the FAA. He said they would then request final payment for services, all participants would sign off on the project and the Master Plan would be complete.

Commissioner Leslie Duncan moved that the Board enter into Executive Session pursuant to Idaho Code §74-206(1)(f). Commissioner Bill Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
 Commissioner Duncan: Aye  
 Chairman Fillios: Aye

The motion carried.

Chairman Fillios invited Civil Deputy Prosecuting Attorney R. David Ferguson to remain for the Executive Session.

The Board entered into Executive Session at 9:45 a.m.

**Executive Session pursuant to Idaho Code §74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated (threatened or pending litigation) ( Closed Session – Discussion)**

The Board exited Executive Session at 10:30 a.m.

Commissioner Duncan moved that the Board exit Executive Session with no decisions to be made and staff asked to proceed as discussed. Commissioner Brooks seconded the motion. There being no further discussion, Deputy Clerk Ginorio called the roll:

Commissioner Brooks: Aye  
 Commissioner Duncan: Aye  
 Chairman Fillios: Aye

The motion carried.

**Decisions/Direction (Open Session – Action Item)**

No additional decisions or directions were given.

**D. Public Comment (Discussion):** This section is reserved for citizens wishing to address the Board regarding a County-related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There was no public comment.

**E. Adjournment (Action):** Chairman Fillios adjourned the meeting at 10:30 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

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

Tina Ginorio, Deputy Clerk

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