

Minutes of Meeting
FY2020 Budget Review – Airport
April 1, 2019
1:00 p.m.

The Kootenai County Board of Commissioners: Chairman Chris Fillios, Commissioner Leslie Duncan, and Commissioner Bill Brooks met to discuss the following agenda item. Also present were Airport Director Steven Kjergaard, Deputy Director Phil Cummings and Deputy Clerk Ronnie Davisson.

- A. Call to Order:** Chairman Chris Fillios called the meeting to order at 1:02 p.m.
- B. Introductions**
- C. Changes to the Agenda (Action):** There were no changes to the agenda.
- D. Business:**

Review of 2020 Airport Budget Request with Director Steven Kjergaard (Discussion)

Airport Director Steven Kjergaard began the discussion with his Personnel Budget requests. He explained that they were discussing eliminating the part-time mechanic position, then moving \$25,000 of those savings to their Overtime Budget and using the remainder to help fund temp positions. Mr. Kjergaard said they would hire the temporary workers on October 1 and would retain them for six months.

The discussion moved to the Operating Budget and Mr. Kjergaard explained there were increases to telephone, garbage and electrical fees. He explained the in the year prior, they had requested \$60,000 to repair the Sewer Lift Station, but the Board had cut it to \$30,000 and would be requesting the usage of Restricted Funds for the repairs. He also said there would be increases to their signage and safety fees and lighting costs, which was roughly \$27,000 increase.

Commissioner Leslie Duncan asked Mr. Kjergaard if there were any trips in his travel budget that were not mandated and he said that most of his travel arrangements were not mandated; however, he explained it was how he stayed informed about industry standards and stayed linked to the FAA. Overall, Mr. Kjergaard said the travel budget had increases approximately \$5000.

Commissioner Duncan asked about a potential \$14,000 increase for software and Mr. Kjergaard said it would be a \$14,000 initial installation fee and then a \$14,000 recurring annual cost. He then suggested the Board decide whether they had an appetite to hire a consultant to begin researching the addition of a commercial airline. Commissioner Duncan said there were still people who were unhappy from the recent Minimum Rules & Standards update and would rather give the citizens time to mellow out from the changes. Mr. Kjergaard said it was just an option, something to begin thinking about for the Airport's future, and would cost around \$30,000 for the consultant.

Mr. Kjergaard then showed the Board the additional capital requests in his budget. One of the items he was requesting was a paint truck for approximately \$120,000. Commissioner Duncan requested that he provide a quote for the projects that would utilize the paint truck as well as a quote for the truck itself. He also added that there was a request for two pickup trucks (approximately \$70,000) that would replace a 2001 and a 2003 pickup that had reached their useful lives.

Upon conclusion of the capital requests discussion, Mr. Kjergaard pointed out that they had Forest Service Funds of approximately \$300,000, which could be utilized for any airport-related items. Commissioner Duncan suggested the following: Funding the paint truck from Forest Service Funds, reducing the pickup truck request to \$25,000 from \$70,000, eliminate the ramp plow, \$5000 for radios, cut the consultant and the crack sealer.

Commissioner Duncan suggested Mr. Kjergaard also look at the Travel Budget to see what could be considered mandated, on the off chance they had to make any cuts to the Airport Budget.

- E. 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 were no public comments.

- F. Adjourn (Action):** Chairman Fillios adjourned the meeting at 1:53 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

CHRIS FILLIOS, CHAIRMAN

BY: _____
Ronnie Davisson, Deputy Clerk
