

Lemhi County Airport Board Minutes

March 9, 2020

The meeting was called to order by Richard Natelson at 18:00 at the Lemhi County Court House Annex 200 Fulton St. Salmon, ID.

Present board members were R. Natelson, J. Crawford, D. Weston, F. McDonald, D. Shiner and R. Schick. Also present, Frank Bashista, Lenny Skunberg of Lenny's Airmotive, Ilona McCarty, Dave Shallow of Central Idaho Aviation, Dick Williams, David and Jo Schroeder of Gem Air, Ben Kelley of Air Idaho Rescue/Air Methods, Dave Sherman of TO Engineers, Farrell Steiner of Searle, Hart & Associates, and Mike Bennett from the Forest Service.

Crawford made a motion to approve the minutes from the last meeting, McDonald seconded, and all approved.

Fuel & Facilities Report:

Pump #1 AV Gas ~5-7K gallons

Pump #2 AV Gas ~5-7K gallons

Jet A ~6K gallons

Lenny Skunberg informed the board Jet A was delivered a couple weeks prior. The new fuel hose for the #1 AV Gas is still on order, possibly already shipped. Monthly test passed. Skunberg gave a brief update regarding the snow on the airport. Some of the lighting was damaged by the snow removal process. Repairs will be made when the weather improves and the damaged lights can be accessed.

Natelson commented there is static transmitting over the AWOS. The FAA owns the AWOS and the technicians are located in Idaho Falls. A call will be made to request repairs.

Natelson requested updated information on the credit card machine. Sherman explained how a new system will be part of the new fuel dispensing system. The board brainstormed the possibility of purchasing the QT M4000 system early in case the old system fails. McDonald asked Sherman about purchasing the M4000 and Sherman explained it was unknown what model would be purchased; however, there were specifications given in the bid for the new fuel farm. Sherman highlighted the fact federal funding is being used for the new fuel farm and the fair bidding laws control the process. Performance specifications are set for the bid, not manufacturer specifications, and at least two bids must be received. Sherman believes we will not know which system will be installed until July. The board pondered whether or not the airport should just buy the new system as a precaution, but ultimately decided not to because it is unlikely the FAA will reimburse the airport outside of the bid. Natelson tabled the credit card discussion until more information becomes available.

Financial Report:

Weston reported on bills to be paid, reviewed, McDonald moved to pay the bills which Crawford seconded, and all approved.

The financials through February 2020 are as follows:

Total Checking/Savings: \$136,230.12

Accounts Receivable: \$2,458.09

Current Assets: \$221,678.80

Total Assets: \$3,297,845.49

Liabilities: \$1,175.78

Total Income: \$5,049.34

Total COGS: \$5,984.26

Gross Profit: -\$934.92

Total Expenses \$4,385.52

Net Ordinary Income: -\$5,320.44

Old Business:

Airport Project:

Dave Sherman, from TO Engineers, said the design for the upcoming project is complete. It requires FAA approval, and April 1st is the target date to begin taking bids at the court house. Sherman reviewed what was completed last year and he reviewed this years plan in great detail. The board had some questions about the new location for fuel trucks, tie downs, and where power will be run.

Business Agreement:

Natelson asked Crawford for an update on the new business agreement. Crawford stated the new agreement was completed and only lacked a decision on types of fees and the amount of each. Natelson shared details about the agreement and the board discussed fees. Various airport operators participated in the discussion sharing examples of what they have seen at other airports. Crawford made a motion to charge \$100 a year to airport operators, Weston seconded, and all approved. Next, McDonald made a motion to eliminate tie-down fees for KSMN based operators, Shiner seconded, and all approved. Questions were raised with regards to charging seasonally based operators and Natelson said a different action would be necessary.

Interest on Past Due Accounts:

The Operator's Agreement includes a monthly 1 ½% interest rate for late payments, 18% APR. Crawford made a motion to approve those rates, Weston seconded, and all approved.

Private Tie-Downs:

The board discussed private tie-down fees for transient operators. All agreed the 1st week should be free, the second week \$15, and monthly \$25. Without an Airport Manager, the board identified the need to have a collection box/board. Schick made the motion to approve these fees and the plan for collection, McDonald seconded, and all approved.

New Business:

Board Audit: Mr. Farrell Steiner, from Searle, Hart and Assoc., briefed the airport board on the results of the government audit for the year ending September 30, 2019. Mr. Steiner explained the content of all the reports and informed the board it was a clean report with no findings.

Air Methods Events: Ben Kelley informed the board about their upcoming open houses. The first event is for first responders on April 4, 2020. The open house for public will be May 23rd. The discussion helped coordinate airport access and parking minimizing impact on other operations.

Special Meeting: Natelson wants to have a Special Meeting for an Executive Meeting. The board agreed to meet March 19, 2020 at 1700 hours. Crawford made a motion for the meeting, Schick seconded, and all agreed.

Public Comment:

Dick Williams asked about the previous months meeting and the topic of truck to truck fuel transfers. Natelson explained ICRMP has no issues with the procedure as long as the county airport is listed on the FBOs insurance.

Closing:

The meeting was adjourned at 2000 hours.