

LEMHI COUNTY AIRPORT BOARD MINUTES

SPECIAL MEETING

January 24, 2022

Meeting was called to order at 18:06 by Board Chairman, Robert Schick. Other Board members in attendance were James Crawford, Vice Chairman, Charles LaMoure, Treasurer, Richard Natelson, Ben Armstrong. Bob Deurloo was present by phone.

Other people in attendance were Gary Connelly, superintendent, Tim, Vennell, from Gem Air, Dave Shallow and Dick Williams.

Rob asked for a motion to approve the January regular meeting minutes. The motion was made by Rich and seconded by Jim. The motion passed unanimously.

AMCG Report

Rob stated that the AMCG report was not initiated by the Airport board but instead by the County Commissioners and paid for by the County. The County commissioners hired AMCG as a result of the complaint made by Gem Air to the FAA. Rob said he spoke with Brett Barsalou and the rest of the County Commissioners. They provided guidance of what should be done. The County commissioners only want the Board input. They do not want public input. They will take the Airport Board recommendations, discussed them, and then come up with the final recommendations. Rob informed the audience there will be no discussion or input with the public. Brett stated there is a lot of information in this report and that there is no rush. Brett recommended approximately 90 days to come up with recommendations.

Rob brought a copy of the executive summary from the AMCG report. It is divided into "immediate recommendations", "short-term recommendations", and "long-term recommendations". Being that no vote was held at the last meeting he would like to go down the list. Action can be taken at this meeting.

Fuel pricing and Fee practices: Restructure retail fuel pricing program and eliminate prompt pay discount program

Discussion was continued being that this was previously discussed at the last meeting. Rob stated that a meeting was held with AMCG and the County attorney, Bruce Withers. AMCG suggested that possibly the wording had to be changed. Instead of it being called a flowage fee, it is actually an airport operations and maintenance fee. It is money that goes towards operating the Airport and paying the Airport employee, snowplow and maintenance. Discussion ensued. It was clarified that flowage fee referred to fuel that is brought onto the Airport, not fuel that was pumped from the Airport's tanks.

It was stated that in the past it was determined that \$0.38 a gallon was necessary to simply break even. This was placed in a report from Allen accounting that was done for the Airport. Rich suggested that the numbers may need to be reevaluated to see how much is actually necessary to simply maintain the airport now that the Board has a full-time employee.

The rates are to be determined. Further discussion ensued. Rich made a motion to change the term "flowage fee" to "Airport Operational and Maintenance Fee." Jim seconded the motion. The motion passed unanimously. Rich also mentioned that the term will also need to be changed in the Airport Rules and Regulations Discussion was carried out as to instituting the term "Throughput Fee" to refer to a fee charged at the Airport pumps that is used only for maintenance on the fuel farm. Charles stated that right now, maintenance on the Airport is handled with one lump sum, but the AMCG report recommends splitting up the cost of running the Airport and the cost of maintaining the fuel farm. Charles stated this will require extra bookkeeping.

Rich made a motion to adopt a new term into the Airport rules and regulations. This term is "throughput Fee": It is defined as "the fixed and variable costs necessary for fuel farm maintenance." The motion was seconded by Charles. Discussion ensued. Bob stated that he thinks the new terminology should not be used. He stated that the terms used and the way things are handled have worked well up to this point. A vote was held. 5 members voted in favor of the motion. There was one dissension. The motion past.

Prompt pay discount program.

Rob stated that at the last meeting the Board appeared to be in favor of allowing the FBO's to continue to have the discount cards. AMCG recommended removal of the discount cards. Rob stated that the County commissioners already eliminated the cards held by private individuals. It was discussed whether the term "prompt pay discount program" should be changed to simply discount program. It would also need to be affirmed who would receive the discount cards. Rich made a motion to table the present discussion. Charles seconded the motion. The motion to table the discussion passed unanimously.

Organizational Structure

AMCG recommended hiring a full-time airport manager. It was felt by the Board that this may not be necessary nor would it be financially feasible. Rich made a motion to not support hiring an airport manager. Motion was seconded by Jim. The motion passed unanimously.

The meeting was adjourned at 18:55