

LEMHI COUNTY AIRPORT BOARD MINUTES

September 13, 2021

Meeting was called to order at 18:02 by Board Chairman, Robert Schick. Other Board members in attendance were James Crawford, Vice Chairman, Charles LaMoure, Treasurer, Richard Natelson, Secretary, Ben Armstrong, and Bob Deurloo.

Other people in attendance were Gary Connelly, superintendent, Ilona McCarty from Lenny's Airmotive, and Tim Vennell from Gem Air.

Rob asked for a motion to approve the August minutes. The motion was made by Charles and seconded by Rich. The motion passed unanimously.

Fuel and facilities report

Gary stated that there are 8700 gallons of jet A. He would like to be able to take on another 8000 gallons however he is not sure if there will be enough room in the tank. Discussion ensued. The board would like to take at least 8000 gallons because a discount is given at 8000 gallons and above. Decision was made to take on 8000 gallons if possible.

The airport now has 8400 gallons of Avgas. Gary stated that we will drop down to 8000 gallons and at that point, another 8000 gallons will be ordered.

Rob stated that the Prist system has been approved by the FAA however there is a 12-week wait. Approximate cost of the unit is \$35,000 and the Board can use grant money.

Financial report

Charles gave the financial report. The bills to be paid were discussed. The largest bill was from H and K for the fuel farm project. It was for \$ 1,641,012.58. The other large check was to the law firm of Kaplan and Kirsch for their past services. It was for \$ 5,086.82. Rich made a motion to pay the bills. Jim seconded the motion. The motion passed unanimously.

Total in checking as of August 31, was \$314,491.28. Accounts Receivable was \$239,404.62. Fuel for inventory was \$103,940.65. The Board is still owed almost \$1.2 million from intergovernmental receivables. Rob stated that on Monday, himself, Jim, Charles, Twila and Brenda Armstrong are meeting to hand over the accounting process from Allen accounting to the County. This will save the Board approximately \$6000 a year in accounting fees.

Public input:

Tim, from Gem air, stated that during the last windstorm that occurred on Friday, big boxes and big pieces of styrofoam were blown down the runway northward. He does not know where they came from. Gary stated he would take care of it. Gary asked about the status of the new dumpster. Rob stated that it would be arriving on Tuesday.

Old Business

Fuel Price Sign

Jim received a bid from Ray's Plumbing and Heating to relocate the fuel price sign from the concrete to the East end of the fuel canopy. This would include wiring and installing sign and placing electrical receptacle: \$1850. It will be placed in a position so that pilots taxiing off of the runway will see it easily. It was Gary who requested an electrical receptacle be placed there. That was included in the quote. Rob asked for a motion to approve the bid. Rich made the motion to approve the bid for fuel sign relocation. The motion was seconded by Charles. The motion passed unanimously.

Parking and tie down permits:

Jim had mailed out suggestions and they were reviewed by the board members. Originally a 2 x 3 foot sign would be placed. Rob and Jim talked and thought it would be better to increase it to 3 to 4 feet in size. The signs would face both taxi ways when pilots arrive. The signs would say "tie down permits and fee schedules located on fuel island". Jim states that the board already has a box for the money and one for the blank permits themselves. Rob asked for a motion to approve the construction and placement of the signs. The motion to approve was made by Chuck and seconded by Ben. The motion passed unanimously

Sewage holding tanks

This topic was discussed at the last meeting. Axiom, who is planning on building a large hanger, which has already been approved, has not started building yet. Rob stated that he will talk to them on Tuesday and inform them that the new hanger can only have a sewage holding tank, not a septic system. Charles stated that all septic approvals have to go through district 7. This was discussed years ago and the determination was made that any new construction had to have a holding tank, not a septic system. Charles stated that he will speak with Melinda Cockrell (Fuentes-Mobo), Environmental Health Specialist, to ensure that we are all saying the same things to the public.

Jim stated that he already talked to Nathan Bills about this. The Bills plan on building next year.

Snowplow

Rob went to the County Commissioners meeting this morning. They had an action item to sign off on the Idaho grant that gives the Board the money to help purchase a snow plow. \$ 59,500 were approved. Unfortunately, there was no "resolution number" assigned to the grant. Brenda contacted Rob this morning and told him about the number. The approval will have to wait another 2 weeks. Rob stated that he will have to contact Jennifer from the Idaho Department of Transportation, Aeronautical Division, to make sure the 2 week delay will not be a problem with the grant. Rob stated that when the paperwork approval comes through, a packet will be sent to the Board to complete the grant.

Rob stated that he and Gary were online initially and were looking at the state of Idaho comptroller website for snow removal equipment. The equipment that was available when the Board first applied for the loan was no longer available. Rob tried to put a hold on one of the pieces of equipment but without success. Right now he states that there is a one ton truck with a small bed available. It is an excellent appearing dump truck with single axle and 10 foot bed..It is in Rigby, Idaho. The asking price is 25,000. The truck has 34,000 miles. It is four-wheel drive, has an automatic transmission and plow mounts. The Board would just have to purchase the plow. It is a 2008 International. A discussion about whether a CDL would be necessary to operate the truck ensued. It was felt that because the truck was used on the Airport whether a CDL would be necessary or not will be determined by what the insurance carrier wanted. If the truck had to be driven off the airport a CDL would be necessary. Rob stated that he will talk to Brenda and she will find out what the insurance will require. The answer will be determined in the future.

Rob stated that the truck will need tires. The question was asked whether the truck came with chains. Rob stated that he spoke with Road and Bridges and they can help with that if necessary. They also may be able to help with maintenance in the future. It was stated that the plow will need to have a carbide edge so that the asphalt will not rip up the plow. It was stated that it is better not to use chains on the asphalt. Being that the truck is 4 wheel drive, they may not be necessary. The back of the truck would be loaded up with sand in the winter to help with traction.

Gary mentioned that whatever vehicle the Airport gets it is important to install an airport radio. All agreed. Charles stated that the plow purchase would be under the \$50,000 threshold, therefore multiple bids are not necessary.

Rich made the motion to proceed with possible purchase of this truck. The motion was seconded by Jim. The motion passed unanimously. It was suggested that a V plow be purchased if possible. It makes it easier to remove snow this way. Rich asked that when we get the plow truck will the Department of Road and Bridges still help the Airport. Rob stated that the Airport will be the main snow removers but Road and Bridges said they would help if necessary.

New Business

Rob stated that he would like to amend the agenda to add one more new item. He apologized for not having the agenda amended at the beginning of the meeting. Rob asked for a motion to amend the agenda to add the topic of fuel cards to the discussion. Jim made the motion to amend the agenda it was seconded by Charles. The motion passed unanimously.

Fuel cards

The County Commissioners stated that the 2 individuals who have fuel cards are not FBO's and need to relinquish them. Allowing them to have the cards may be a grant assurance violation. It was felt that an action to have the fuel cards removed would not be necessary because the County Commissioners already mandated it. Rob stated that he would draft a letter and send it to the 2 individuals to inform them of the new policy.

Pilots lounge/Equipment Storage

Jim stated that he would like to proceed however there is a potential financial issue and therefore recommend that we delay construction. He spoke with Nathan Cuvala from TO Engineers and he stated that the pilots' lounge is the first item on the list to be given funding. Rob stated that we reportedly have the grant money to proceed. Being that we do not have a plan in place, Rich suggested that we proceed in that direction. Rob thought this would be covered by TO Engineers. Jim states that he will speak with Nathan tomorrow about this subject. The plan would be to place the pilots lounge/garage south of the fuel farm and north of the proposed Axium hanger.

Leadore windsock and beacon.

Rob passed around plots for Leadore airport and the surrounding area. Rob and Jim went out to look at the airport and it turns out that where the windsock presently is, is on somebody else's property. This was brought to the attention of the County Commissioners. It also turns out that the end of the runway is also in private hands. It was stated that the Board needs some guidance as to where to place the new beacon and windsock. Rich asked how much of the runway is on private property and Rob responded that it is only about 150 feet at the North end. The County did not say how they are going to handle the property lines. Rob states that he has to contact Idaho power to see what it would cost to bring power to the area where the beacon and windsock would go. Discussion ensued. Rob stated that Lemhi County Airport Board money cannot go to Leadore airport. The construction will be handled by Lemhi County.

Executive session:

Rob asked for a motion to enter into executive session. Rich made the motion to enter into executive session to discuss a matter related to Idaho code 6S 74-2 06(b).

Jim seconded the motion. A roll call vote was held and it was unanimous. The board entered into executive session at 1905.

The board exited executive session at 1930.

The meeting was adjourned at 1932.