

LEMHI COUNTY AIRPORT BOARD MINUTES

February 14, 2022

Meeting was called to order at 18:00 by Board Chairman, Robert Schick. Other Board members in attendance were James Crawford, Vice Chairman, Charles LaMoure, Treasurer, and Ben Armstrong. Dean Shiner and Bob Deurloo were present by phone.

Other people in attendance were Gary Connelly, superintendent, Lenny Skunberg from Lenny's Airmotive, Tim Vennell, Rob asked for a motion to approve the January minutes. The motion was made by Jim. The motion passed unanimously.

Fuel and facilities report

The issues with Prist have since been resolved. The Airport also had an issue with the Avgas pump and that has since been resolved. Gary stated that the gasket that was in the jet A pump was not compatible with Prist. That has since been changed and there is now a Teflon gasket. He stated further that Air Methods took on 400 gallons. Gary checked the amount of Prist in the fuel with our meter and everything was appropriate. There was a problem with the "soft start" on the fuel system. That needed to be adjusted and that was performed. Gary stated further that the torque on the pump needed to be adjusted. It was changed to 55 so that it would perform better in cold weather. Gary mentioned that there are approximately 3 more months in which the system is under warranty and perhaps, it would be a good idea to bring a repair person out here one more time to ensure that everything is okay.

Gary stated that two of the ground cables were broken- both of them on the avgas. Gary stated that he repaired them today.

Gary stated that Gem Air had a minor spill of jet A Five gallons were spilled. It was all cleaned up.

Rob stated that a couple of the bolts seem to be backing out under the jet pump. He would like Gary to go tighten those. Perhaps he stated, they should be checked on a regular basis.

Rob stated we still do not know about the snow removal equipment building for this year. Nathan Cuvala stated that the prices have gone up and the 150,000 dollars that was budgeted this year may not be sufficient.

Dean asked if the Board had gotten a snowplow yet and Rob stated not yet. Rob stated that there are 2 dealerships looking for us and Rob is also looking on the Internet. He stated that the grant money is good until 2024. The County told Rob that they will continue to plow the runway if there are 2 inches or more, time allowing.

Financial report

Rob stated that the bills are paid by the County only once a month. The largest bill was the retainage for H and K. It is \$122,000.

Charles stated that he received the expense report from Teresa today. The Board is basically at the end of the first quarter of the budget. We are at 34% of our expenditures. We should be closer to 25%. It is understandable that we are over being that we purchased the most recent load of fuel. The Airport is also over budget on vehicle fuel. This is because the diesel tank used to fuel Airport vehicles was also filled. Charles stated that everything is pretty much in line. Charles does not know how the Airport gets paid the Parcel Six rent. Rob stated that we get paid once a year. Tammy Stringham (executive director of the Lemhi County Economic Development Association) will pay it out at the end of the fiscal year. That was per the last discussion that Rob had with her. Charles stated that it is \$36,000 that we receive. Charles reiterated that we are still within our budget.

Rob stated that he would like to get together with Charles to discuss future budget. There is also the possibility of charging for Prist being that the new fuel system that we have will allow us to do that.

Rob stated that the US bank account is closed. They sent a check to the County so the money is now in the Airport account. Robert submitted to Delphi a request for reimbursement of grant money for things that H and K did this past year and it is part of the retainage check. We have paid the \$122,000 to H and K. Rob stated he already filed for the money from the FAA and the FAA has already sent it. Rob will also look at whether the State has contributed the 5% that it should.

Rob stated that he spoke with Kammy McFarlane, the treasure at the court house, and she confirmed that the Board received the money from the FAA. Rob stated that there are LGIP accounts (the Idaho savings accounts). Kammy suggested that the Airport put the money in those accounts to make the most of the savings. Then, if the airport needs it, it can still use it. Rob stated that Teresa is requesting a few more items for the audits such as the September bank statement and invoices for the runway expansion project for September, as well as a couple of checks that went to T0 engineers

Old Business

Parking and tie down signs

Jim needs to speak with Gary about placing the big signs. Jim is proposing that there be an envelope for payment and something to display in the aircraft that the tie down fee has been paid. This would be an aircraft tie down permit. It would list who the permit was issued to, signature required, phone number, N-number, e mail, start date, end date and amount enclosed. The permit would further state that the owner would hold Lemhi County Airport harmless for any theft, vandalism or damage that might occur. Below that is listed the Airport number. Also Jim stated that there would be a small sign to go over where the envelopes are displayed by the fuel farm and Jim proposed that on the sign it would state, first week free, second week \$15, third week \$25 which was previously agreed upon. Permit form and payment envelope below. Rob stated that it has already been voted on before. Jim stated that he will take care of getting the paper out there.

Gary stated there had been 2 vehicles sitting on Airport property since August. We know that they flew out with Gem Air and there were notes placed on the dash of these vehicles that the owners would be back at an undetermined time. Gary would like some direction as to how this should be handled. Gary stated that he turned this over to the sheriff's department. There are no license plates on the vehicles.

Gary also stated that there is another vehicle that has no license plate as well but he has spoken with the owner and they stated that the vehicle will be removed when the snow goes away. Gary was interested in finding out how the Airport should deal with vehicles that are on the airport property and not registered. Do they need to be removed? Discussion ensued. Rob went into the sheriff's department last week to find out about the 2 vehicles that have been sitting there without plates. They were busy and therefore Rob did not get an answer from them. He states he will follow up on this.

Rob also stated that the Board will be modifying the Rules and Regulations in the future and perhaps this should be addressed.

Request for qualification

The advertisement was posted in the newspaper for consulting services. Companies are requested to solicit the Airport for the opportunity to be the Airport engineers. The deadline is March 8th. The Airport has already been contacted by T0 engineers. At the next Board meeting we will look at packets and rate the companies. Then, the Board will select the company. At this point in time the Airport has not received any other solicitation.

AMCG

Rob went over the topics that were already discussed and voted on, at last month's meeting.

Short-term recommendations: "Implementing the findings of the airport rent study and the airport fee study". Discussion ensued. Rob stated that many of these items have already been discussed and voted on.

Overnight parking fee: AMCG recommended \$10 a night. Discussion ensued. It was generally felt that such a fee would be minuscule and could deter tourism. No conclusion was reached.

Aeronautical permit fee: The Board stated that it has implemented an FBO licensing fee. At present, it is \$100 a year. This is essentially the same thing as an aeronautical permit fee. Dean made the motion to table the fees so that Rob and Charles can discuss them to determine if our present fees are appropriate. Charles seconded the motion. The motion passed unanimously.

Airport access fees: These were discussed. It was stated that no airports in the vicinity charge such a fee. No conclusion was reached.

Tie down fees: The Board has already discussed this and does not feel any change needs to be done.

New Business

Grants

Rob stated that at this point he is the only one that has access to Delphi. He is performing all necessary steps to obtain grant funding. Rob stated that there are a couple of grants that the Board has not done anything with. The Board had the \$30,000 Cares grant and a small portion of that was paid to Kaplan and Kirsch for legal fees. Rob stated that he will follow up on that grant.

The last grant we received (it was part of Covid funding) we can use part of that for Airport funding. The Board may be able to use that money to reimburse the County for part of Gary's salary and maintenance on the airport. Rob states he will be contacting Washington DC to find out more information.

The meeting was adjourned at 1808.