

LEMHI COUNTY AIRPORT BOARD MINUTES

December 12, 2022

Meeting was called to order at 18:01 by Board Chairman, Robert Schick. Other Board members in attendance were James Crawford, Vice Chairman, Richard Natelson, secretary, Charles LaMoure, treasurer and Ben Armstrong. Dean Shiner and Bob Deurloo were present by telephone.

Other people in attendance were James Carroll, Tim Vernell from Gem Air, Jim Miteski, Lenny Skunberg Dick Williams and Jim Paulekas.

Rob stated that he would like to amend the agenda. He would like to add Leadore airport to the agenda. This was requested by Jim Miteski. Charles made a motion to amend the agenda to include Leadore airport. Rich seconded the motion. The motion passed unanimously.

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

Fuel and facilities report

James stated that there are approximately 5843 gallons of Jet A and 11,375 gallons of Avgas.

James found out that the plow truck has a block heater so now the Airport has a spare. The truck is running well. The three batteries were also replaced.

The Airport just got back the courtesy van back from the shop. The wind screen and automatic door were repaired.

Financial report

Charles gave the financial report. He stated that it is now a new budget. The general bills were paid out. The payments were discussed. The outstanding payments were \$65,000 was spent on airport expansion and \$999 was paid for the SRE and the pilots lounge combined.

Rich asked if H and K had been paid off yet. Rob stated that all the forms have been submitted and now the Board is simply waiting on the payment from the government.

Public Input:

Tim Vernell:

Tim asked whether the Board is going to have a formal snow removal plan. This way, Gem Air will know what to expect. Rob stated that the Board policy has always been that the snow would be plowed when there is 2 inches. Tim stated that he could not find this policy. Rob mentioned that it has been this way for a long time. Rich stated that the 2 inches was actually developed by the County itself because they were the ones plowing the snow on the taxiway and runway. Tim asked was that this way because the Airport did not have its own equipment?

Rich stated that the Airport still needs the County to plow because the Airport does not have 24/7 employees.

It was asked why the Airport does not plow the gravel strip. It was stated that the gravel strip is not plowed because some pilots would like to use skis. Also, it was stated that the Airport does not have a policy on this because the gravel strip is not recognized as a runway.

The public was then reminded that public input allows the public to make a comment. The Board does not have to respond to questions raised during public input.

OLD BUSINESS

Fuel Pricing:

Charles stated that right now the policy states that the Board looks at the price of fuel in the northwest region on Airnav and the retail price is a percentage of that. Charles feels that it should probably be a fixed percentage based upon what the Airport pays for fuel. He recommends that a fixed percentage be used instead. This way, if a load of fuel is obtained at a certain price, there would be a fixed percentage mark up until that fuel is used. Then, with the new load, the price would be adjusted accordingly based upon a fixed percentage. Looking at the way it is being done now, it is approximately a 36% mark up. Charles stated that he would keep it at a fixed 36%. The discount fuel would stay the same. Discussion ensued.

Rich made the motion to change the policy to make the retail price of fuel a straight percentage. The motion was seconded by Jim. The motion passed unanimously.

Charles then made the motion that the initial straight percentage for retail fuel should be thirty-six percent. The motion was seconded by Ben. The motion passed unanimously.

CAPITAL IMPROVEMENT PLANS

The CIP for Lemhi County Airport has already been submitted.

The CIP for Leadore airport was discussed. Jim asked what happened to the electrical issues. Jim Crawford stated that he spoke to Dewey at Ray's and was told he plans on going out there to carry out repairs if necessary. It may take him 2 or 3 weeks to get out there because they have been very busy. Rich asked Jim M. what should be priority number one at Leadore. He felt a list should be made of tasks that could be performed on a regular basis. Examples would be that the airport is mowed, that there are tiedowns, and if there are runway problems, someone needs to make the repairs. Some basic items need to be available. Jim feels that airport is a real asset and should be kept in good shape. Someone needs to take responsibility and go out and look at the airport to see what it needs. Discussion ensued.

Jim Miteski recommended that Leadore airport should be a monthly agenda item. Rich stated that someone will need to look at the airport on a regular basis. Rob stated that the County Commissioners are in favor of the airport but the County needs to be responsible for it because Airport Board funds cannot be used. The money must come directly from the County. Weed control, mowing, etc needs to be performed by County employees. Charles recommended that a letter be written to the County with the Board's recommendations.

New Business

Volunteer Applications

Rob stated that right now we have not had volunteer applications. Jim Miteski stated that he put in an application last week. Rob stated that he will follow up.

Statement of Work and Cost Analysis

This document comes from T O Engineers. This is for the Board's snow removal and equipment building. Rob will need to sign the cost analysis and engineering fees and get all the paperwork to the FAA. If the FAA approves it, it comes back to us and then the County Commissioners vote on it. If approved, then bids for the project are sought. The bid process would occur in March 2023. The cost just for the analysis is \$77,000. Discussion ensued. Charles stated that the Board could rent Lenny's hangar (as the Board is doing now) for 18 years just for the price of the analysis.

The Board felt that Airport funding could be better spent making other improvements to the Airport. The Board decided to table this item. Rob stated that he will discuss options further with T O Engineers. If necessary, Rob will convene a special meeting.

Airport Lease Modifications:

Rob brought up the changes to the lease that were already approved by the Board. Rob brought the lease to Bruce Withers and so far there has been no response.

Rogue Properties LLC lease

Rob mentioned that now the lawyers are involved. The issue was given to Bruce Withers. Rob reminded the Board that Rogue (Axiom) wanted to modify their lease to please their bankers. Rich stated that the Board had already decided not to modify the lease for if it is done for one leasee, then it will need to be modified for all leasees.

Elections:

Rob asked for a motion to open up the floor for nominations for secretary. Jim made the motion. The motion was seconded by Ben. The motion passed unanimously. Jim nominated Rich for secretary. Charles seconded Rich. Rich accepted the nomination. There were no further nominations. Rich made a motion to close the nominations. Charles seconded the motion. The Board voted unanimously to close the nominations. The Board voted unanimously for Rich for secretary.

Rob asked for a motion to open up the floor for nominations for treasurer. Rich made the motion. The motion was seconded by Bob. The motion passed unanimously. Rich nominated Charles for treasurer. Dean seconded Charles. Charles accepted the nomination. There were no further nominations. Rich made a motion to close the nominations. Bob seconded the motion. The Board voted unanimously to close the nominations. The Board voted unanimously for Charles for secretary.

Rob asked for a motion to open up the floor for nominations for Vice Chairman. Rich made the motion. The motion was seconded by Charles. The motion passed unanimously. Rich nominated James Crawford for Vice chairman. Bob seconded James Crawford. Jim accepted the nomination. There were no further nominations. Rich made a motion to close the nominations. Bob seconded the motion. The Board voted unanimously to close the nominations. The Board voted unanimously for Jim for Vice Chairman.

Rob asked for a motion to open up the floor for nominations for Chairman. Rich made the motion. The motion was seconded by Charles. The motion passed unanimously. Charles nominated Rob for chairman. Jim seconded Rob. Rob accepted the nomination. There were no further nominations. Rich made a motion to close the nominations. Jim seconded the motion. The Board voted unanimously to close the nominations. The Board voted unanimously for Rob for Chairman.

Closing comments:

Charles stated that the plow truck was paid for under the wrong account. The funding was taken out under the Airport expansion money instead of out of the vehicle equipment funding. Charles stated that he will speak to Theresa about this. The amount however was correct. Rich commented that the Board needs to consider the ice on the runway. The Board should look into getting funding for deicing. He stated that the County uses a salt mixture on the roads, but that cannot be used on the runway.

Meeting was adjourned at 19:15h.

