

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY\***

**March 8, 2016  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Ron Fairfax, Vice-Chairman – Don Keirn, Board – Lawrence Schoen, Fritz Haemmerle, Jacob Greenberg, Angenie McCleary, Pat Cooley  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Rick Baird, Emergency/Operations Chief – Peter Kramer, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Administrative Assistant/Alternate Security Coordinator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator – April Matlock, Administrative Assistant – Cecilia Vega  
**CONSULTANTS:** Centerlyne – Nancy Glick, Sarah Shepard  
**AIRPORT TENANTS/PUBLIC:** SVACS - Steven Garman, FHR - Marc Reinemann, City of Ketchum - Baird Gourlay, City of Bellevue - Bob Leahy, Glass Cockpit Aviation – John Strauss, Atlantic Aviation – Mike Rasch, Susan Harris, Lynn Ramm; Bill Rae, Lisa Phillips, BCC – James Stireman; Len Harlig; FSVA – Carol Waller; Conrad Brothers Construction – Paul Conrad; ATCT – George White  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski

**CALL TO ORDER:**

The meeting was called to order at 5:33 p.m. by Chairman Fairfax.

**I. APPROVE AGENDA**

The agenda was approved with the following changes:

**IV. AIRPORT STAFF BRIEF**

- A. ~~F.~~ Employee of the 3<sup>rd</sup> Quarter, 2015 – Attachment #6
- B. ~~G.~~ Employee of the 4<sup>th</sup> Quarter, 2015 – Attachment #7

**VI. ~~V.~~ AIRPORT STAFF BRIEF CONT. (5 Minutes Allotted)**

- C. ~~A.~~ Noise Complaints
- D. ~~B.~~ Parking Lot Update
- E. ~~C.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – Attachments #2 - #4
- F. ~~D.~~ Review Correspondence – Attachment #5
- G. ~~E.~~ Airport Commercial Flight Interruptions
- ~~F.~~ Employee of the 3<sup>rd</sup> Quarter, 2015 – Attachment #6
- ~~G.~~ Employee of the 4<sup>th</sup> Quarter, 2015 – Attachment #7

**MOTION**

***Made by Vice-Chairman Keirn to move the Employee of the 3<sup>rd</sup> and 4<sup>th</sup> Quarter agenda items under agenda item III. Approve FMAA Meeting Minutes. Seconded by Board Member McCleary.***

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT**

No public comment was made.

**III. APPROVE FMAA  
MEETING MINUTES**

**A. February 9, 2016 Regular Meeting (See Brief)**

The February 9, 2016 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

**MOTION:**

***Made by Board Member Haemmerle to approve the February 9, 2016 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Vice-Chairman Keirn.***

**PASSED UNANIMOUSLY**

**IV. AIRPORT STAFF BRIEF**

**A. F. Employee of the 3<sup>rd</sup> Quarter, 2015 (See Brief)**

Airport Manager Baird presented Atlantic Aviation Human Resource and Administrative Manager Susan Harris as the Employee of the 3<sup>rd</sup> Quarter for 2015. He congratulated Ms. Harris and thanked her for all the hard work she does for the Airport.

Ms. Harris thanked everyone and expressed her appreciation to the Board and Airport Staff for taking care of Atlantic Aviation employees.

**B. G. Employee of the 4<sup>th</sup> Quarter, 2015 (See Brief)**

Airport Manager Baird presented Atlantic Aviation Aircraft Maintenance Operator Lynn Ramm as the Employee of the 4<sup>th</sup> Quarter for 2015. He congratulated Ms. Ramm and thanked her for all the hard work she does for the Airport.

Ms. Ramm thanked the Board for the award and Atlantic Aviation for her nomination.

**V. IV. REPORTS**

**A. Chairman Report**

No report was given.

**B. Blaine County Report**

No report was given

**C. City of Hailey Report**

No report was given.

#### **D. Airport Manager Report**

Airport Manager Baird reported on the following:

- The FAA has received concerns from local citizens regarding the nature of the Airport's handling of de-ice material. The letters request that the FAA reject the Categorical Exclusion Checklist recently submitted by Airport Staff for the Terminal Aircraft Parking Improvements project. In response to these concerns, Airport Staff has hired a consultant to test the water and soil at the Airport for levels of de-ice fluid.
- The FAA has received an inquiry questioning the reliability of management of the Air Traffic Control Tower. Staff has submitted a Freedom of Information Act (FOIA) request to acquire a copy of the inquiry and the FAA's response.
- Airport Staff has received a letter of concern from a local citizen regarding an observation of two jets occupying the same airspace over Bellevue. Staff has responded to the citizen and submitted the letter to the FAA and Flight Standards Office for further analysis.
- Airport Staff has sent letters to Idaho's Congressional Delegates informing them of the importance of dedicated funding for air traffic control towers in Idaho.
- Airport Staff will soon be recommending that the Board consider updating and modernizing the Airport's Amended Minimum Standards for the Conduct of Commercial Aeronautical Services.

Board Member Cooley asked what are the active component in de-ice fluid is.

Airport Manager Baird answered that the de-ice fluids, Max Flight 04 and UCAR Flight Guard AD49, are used by the air carriers at the Airport and are glycol-based. Airport Operations uses an environmentally-friendly liquid runway deicer called Cryotech E36, which is a potassium acetate solution.

Board Member McCleary asked when Staff expects to receive a response from the FAA and the Idaho Department of Environmental Quality (IDEQ) regarding the filed complaints about use of de-icing materials and also asked when the Airport's water and soil test results will be available for review.

Airport Manager Baird answered that Staff expects a response from both the FAA and IDEQ soon. He answered that results from the water and soil tests will be available in approximately 14-30 days.

Chairman Fairfax asked how Hailey or Bellevue handles ice melt salt that washes down the storm water drain in winter months.

Board Member Schoen commented that he understands that in both Hailey and Bellevue, surface water runoff from city streets drain through their sewer systems into dry wells and not into a water treatment facility.

Airport Manager Baird commented that the Airport is not required to test the water and soil, but has made the decision to proceed with these efforts in order to approach the situation proactively.

Board Member Schoen commented that he appreciates how Airport Staff is addressing the de-icing materials disposal issue, which has been of interest to the Board for some time.

**E. Communications Director Report (See Power Point Presentation)**

Communications Director Nancy Glick reported on the following:

- The new design of the "On the Fly" newsletter.
- Launch of magazine ad campaigns with Big Life Magazine and SVPN.
- February 2016 Facebook social media statistics.
- Next steps in the marketing plan for the Airport and upcoming projects including website redesign, community survey outreach, YouTube social media outreach and Airport tours.

Board Member McCleary asked what type of questions the community surveys will include.

Communications Director Glick answered that once the questions for the community surveys are drafted, the Board will have an opportunity to review them before their release.

Board Member Schoen asked when the transition from flyfma.com to iflysun.com will be complete.

Airport Manager Baird answered that Staff is working to transition everything over to iflysun.com but it will take time for people to become accustomed to the change.

**F. Fly Sun Valley Alliance Report**

Fly Sun Valley Alliance representative Carol Waller reported on the following:

- An increase in January and February enplanements compared to last year.
- The finalization of the flight schedules for the fall season.
- Ongoing joint communications program development with Centerlyne.

**VI. ~~V.~~ AIRPORT STAFF BRIEF**

**C. ~~A.~~ Noise Complaints (See Brief)**

**D. ~~B.~~ Parking Lot Update (See Brief)**

**E. ~~C.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**

**F. ~~D.~~ Review Correspondence (See Brief)**

**G. ~~E.~~ Airport Commercial Flight Interruptions (See Brief)**

**~~F.~~ Employee of the 3<sup>rd</sup> Quarter, 2015 (See Brief)**

**~~G.~~ Employee of the 4<sup>th</sup> Quarter, 2015 (See Brief)**

**VII. ~~VI.~~ UNFINISHED BUSINESS**

**A. Airport Solutions**

**1. Current Projects**

**a. Plan to Meet 2015 Congressional Safety Area Requirement**

**i. Runway Safety Area Improvements Project (See Brief)**

Airport Manager Baird updated the Board on the current status of the RSA Improvements Project.

**ii. Project Closeout**

Airport Manager Baird updated the Board on the current status of the closeout process for the RSA Improvements Project.

**2. Future Projects**

**i. Terminal Aircraft Parking Improvements (See Brief and Power Point Presentation)**

Airport Manager Baird updated the Board on the status of the Terminal Aircraft Parking Improvements project.

**ii. Terminal Parking Lot Improvements (See Brief)**

**iii. Terminal Airline Ticketing Office Improvements (See Brief and Power Point Presentation)**

Airport Manager Baird updated the Board on the status of the Terminal Airline Ticketing Office Improvements project.

**B. Voluntary Noise Abatement/Runway Use Program Review Committee – Consideration of Appointments (See Brief)**

Airport Manager Baird presented the nominees of each jurisdiction and sector for the Voluntary Noise Abatement Program Review Committee for the Board's consideration as follows:

- City of Hailey
  - Fritz Haemmerle
  - Peter Lobb
  - Walt Denekas
- Blaine County
  - Jacob Greenberg
  - Patrick Buchanan
  - Lisa Phillips
- Aviation Community
  - John Strauss
  - Dave Wilson
  - Steven Garman
- City of Bellevue
  - Amber Mattias
  - Susan Bernatas
- Atlantic Aviation
  - Mike Rasch
- Additional, non-voting Committee members include:
  - Friedman Memorial Airport: Rick Baird, Pete Kramer
  - Hailey ATCT: George White

**MOTION:**

***Made by Board Member Schoen to appoint all the nominees from the City of Hailey, Blaine County, the aviation community, the City of Bellevue, Atlantic Aviation, and the non-voting technical advisers to the Voluntary Noise Abatement Program Review Committee. Seconded by Board Member Haemmerle.***

***PASSED UNANIMOUSLY***

Airport Manager Baird briefed the Board that Staff plans to schedule the first meeting of the Voluntary Noise Abatement Program Review Committee for the end of March or early April and will be sending out an email to the committee tomorrow to announce the date. He also briefed the Board that Kaplan, Kirsch, & Rockwell Attorney Peter Kirsch will be attending the first meeting to advise the committee on legal matters involved with the Noise Abatement and Runway Use Programs.

Board Member Haemmerle suggested that Staff also email committee members the hyperlink to the noise abatement page on the Airport website so they can begin reviewing the current program in place.

Board Member Schoen suggested that it may also be helpful to develop a monthly report of the committee's goals and progress for the Board's review.

**C. Master Plan Schedule (See Brief)**

Airport Manager Baird briefed the Board on the status and schedule for Chapters E and F of the Master Plan Update (MPU).

**VIII. VII. NEW BUSINESS**

**A. Discussion of Directing Staff to Gather Information Related to Noise Monitoring/Modeling**

Airport Manager Baird asked the Board to discuss an appropriate time to begin a noise monitoring/modeling study.

The Board agreed to direct Staff to begin a noise monitoring/modeling study as soon as possible. The Board's preference is for a study, rather than development of a model.

Airport Manager Baird commented that he will begin discussions with Attorney Peter Kirsch related to the development of a noise study.

Board Member Schoen commented that he appreciates the Board's initiative to address noise monitoring, as had been discussed previously by the Board, now that the RSA Improvements projects are nearly complete.

Chairman Fairfax opened the discussion for public comment.

City of Bellevue Alderman Bob Leahy commented that gathering scientific information related to noise monitoring will greatly benefit the noise abatement program as well.

**B. Discussion of Directing Staff to Gather Information Related to Air Quality Monitoring/Modeling**

Airport Manager Baird asked the Board to discuss an appropriate time to begin an air quality monitoring/modeling study.

Board Member Schoen commented that he supports a study as it is a goal of the Airport to be a good neighbor to the local community. He also asked if the Board has the financial capacity to initiate both the noise and air quality studies at the same time.

Airport Manager Baird answered that once he receives more information from consultants, he will inform the Board whether or not they have the capacity to undergo both the noise and air quality studies simultaneously.

Chairman Fairfax opened the discussion for public comment.

No public comment was made.

**IX. VIII. PUBLIC COMMENT**

Bob Leahy commented that the City of Bellevue will be testing their wells for de-icing fluid agents and invited the Board to conduct their own tests of Bellevue's wells in order to avoid a perceived conflict of interest.

Glass Cockpit Aviation owner John Strauss suggested that the Board consider developing a preliminary status report of current and past events related to noise and air quality monitoring.

Conrad Brothers Construction owner Paul Conrad commented that the RSA Improvements project was a wonderful project to work on and thanked the Board for moving forward with the project as it has benefited the local economy greatly, affecting about 500 local jobs.

Alderman Bob Leahy commented that he knows what the Airport does for the local economy and simply wants to ensure that the safety concerns of the City of Bellevue are spoken for. He commented that he believes the Airport can be improved.

Board Member Schoen suggested that Mr. Leahy ask the City of Bellevue to provide Airport Staff with a map of the locations of the public water sources for Bellevue. Alderman Leahy responded that he would do so.

Board Member Greenberg commented that he appreciates the professional manner with which Airport Staff has responded to public concerns. He commented that he also appreciates the public's comments and agrees that the Board's job is to continually improve the Airport.

**X. ~~IX.~~ EXECUTIVE  
SESSION –  
I.C. §74-206 (c)(f)**

**MOTION:**

***Made by Board Member Haemmerle to enter into executive session pursuant to Idaho Code §74-206 paragraph (c) to acquire an interest in real property and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member McCleary.***

**ROLL CALL VOTE:**

<b>Chairman Fairfax</b>	<b>Yes</b>
<b>Vice-Chairman Keirn</b>	<b>Yes</b>
<b>Board Member Greenberg</b>	<b>Yes</b>
<b>Board Member Schoen</b>	<b>Yes</b>
<b>Board Member Haemmerle</b>	<b>Yes</b>
<b>Board Member McCleary</b>	<b>Yes</b>
<b>Board Member Cooley</b>	<b>Yes</b>

**PASSED UNANIMOUSLY**

**XI. ~~X.~~ ADJOURNMENT**

The March 8, 2016 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:45 p.m.

  
Lawrence Schoen, Secretary

\* Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.