

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

**March 20, 2014  
10:00 A.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:** Chairman – Ron Fairfax, Vice-Chairman – Susan McBryant, Board – Lawrence Schoen, Angenie McCleary, Don Keirn, Jacob Greenberg  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Rick Baird, Contracts/Finance Administrator – Lisa Emerick, Administrative Assistant/Alternate Airport Security Coordinator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter, Administrative Assistant – Cecilia Vega  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark & Pogue, PLLC – Jim Laski  
**CONSULTANTS:** T-O Engineers – Dave Mitchell  
**AIRPORT TENANTS/PUBLIC:** Len Harlig

**CALL TO ORDER:**

The meeting was called to order at 10:03 a.m. by Chairman Fairfax.

**I. APPROVE AGENDA**

The agenda was approved as presented.

**II. PUBLIC COMMENT**

No public comment was made.

**II. UNFINISHED BUSINESS**

**A. Airport Solutions**

**1. Existing Site**

**a. Plan to Meet 2015 Congressional Safety Area Requirement (See Brief)**

**i. Formulation – Airport Layout Plan**

Airport Manager Baird asked the Board to consider approval of the updated Airport Layout Plan (ALP).

The Board discussed technical aspects of the updated ALP including when the FAA will be ready to approve and sign the ALP, whether or not the noise contour lines were updated, and the configuration of the north end of the runway.

**MOTION:** *Made by Board Member Schoen to approve and direct the Chair to sign the updated Airport Layout Plan. Seconded by Board Member Greenberg.*

**PASSED UNANIMOUSLY**

**ii. Project 2 Relocate/Extend Taxiway B and Runway Safety Area Grading (See Brief)**

T-O Engineer Dave Mitchell briefed the Board on the bid results for Runway Safety Area (RSA), Project 2 and recommended that the Board accept the bid from Western Construction as the responsive low bidder. He also briefed the Board on the current progress of the FAA grant distribution schedule for RSA, Project 2.

The Board discussed the potential issues a grant issue delay could cause for the RSA Improvements Project if a Cold Weather Acknowledgment is not approved by the FAA.

**MOTION:** *Made by Board Member Greenberg to award the Project 2 Contract to Western Construction, Inc. and authorize the Chair to sign the Agreement subject to FAA approval. Seconded by Board Member Keirn.*

**PASSED UNANIMOUSLY**

The Board discussed the possible solution of using operational reserves temporarily to fund Project 2 in order to maintain the current construction schedule if grant distribution is delayed. They also discussed reasons for the large difference between the bid results and T-O Engineer's estimated budget for the project.

#### **IV. PUBLIC COMMENT**

Len Harlig asked if the lowest bidder is still determined as the lowest responsible bidder so that the Board is not bound to choose a bidder just based on the lowest amount bid.


Engineer Mitchell answered that the lowest bidder is now determined as the lowest responsive bidder rather than the lowest responsible bidder. Attorney Jim Laski added that the Board does have the option to decide not to select the lowest bid if certain statutes apply.

Vice-Chairman McBryant announced that she will be resigning from the Board as of March 31, 2014. She commented that she has enjoyed serving the Board for the last 15 years and felt that now was a good time to step down.

The Board thanked Vice-Chairman McBryant for her service to the Friedman Memorial Airport Authority and Wood River Valley community.

#### **V. ADJOURNMENT**

The March 20, 2014 Special Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 10:40 a.m.

  
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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.*