

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

**April 15, 2015
5:30 P.M.**

IN ATTENDANCE: **BOARD MEMBERS:** Chairman – Ron Fairfax, Vice-Chairman – Don Keirn, Board – Pat Cooley; Via Teleconference - Lawrence Schoen, Jacob Greenberg
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 – Cecilia Vega
CONSULTANTS: T-O Engineers – Dave Mitchell
AIRPORT TENANTS/PUBLIC: Knife River – Steve Earl
AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski

CALL TO ORDER: The meeting was called to order at 5:25 p.m. by Chairman Fairfax.

I. APPROVE AGENDA The agenda was approved as presented.

II. UNFINISHED BUSINESS

A. Airport Solutions

1. Existing Site

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

i. Parking Lot Improvements and/or Landscaping Improvements

- To receive the Engineer Recommendation for Award
- To select the lowest responsive bidder

Engineer Mitchell briefed the Board on the bid results of the Parking Lot Improvements and/or Landscaping Improvements Project and suggested that the Board recommend an award to the apparent low bidders for the Landscaping Improvements Project and reject all bids for the Parking Lot Improvements Project as they were significantly over-budget.

The Board discussed technical aspects of the Landscaping Improvements Project including the size of area that will be landscaped and the inclusion of an irrigation/drip system.

MOTION: *Made by Vice-Chairman Keirn to recommend the award to the apparent low bidder, All Seasons Landscaping, in the amount of \$112,880.50, subject to final review by Engineer and Legal Counsel. Seconded by Board Member Cooley.*

PASSED UNANIMOUSLY

The Board discussed Engineer Mitchell's recommendation regarding the Parking Lot Improvements and agreed to reject the bid and develop a strategy to do the minimum needed and revisit the project in the future.

MOTION: *Made by Vice-Chairman Keirn to reject the bid received from Knife River for the Parking Lot Improvements Project and research other options. Seconded by Board Member Cooley.*

PASSED UNANIMOUSLY

MOTION: *Made by Board Member Schoen to negotiate with the existing on-site contractors for the work to be done on the Parking Lot Improvements Project and be accounted for through a Change Order. Seconded by Vice-Chairman Keirn.*

PASSED UNANIMOUSLY

ii. Runway Pavement Maintenance

- To receive the Engineer Recommendation for Award
- To select the lowest responsive bidder

Engineer Mitchell briefed the Board on the bid results of the Runway Pavement Maintenance Project and suggested that the Board recommend the award to the apparent low bidder.

MOTION: *Made by Board Member Cooley to recommend the award for the Runway Pavement Maintenance Project to the apparent low bidder, Pavement Markings Northwest, in the amount of \$142,818, subject to final review by Engineer and Legal Counsel. Seconded by Vice-Chairman Keirn.*

PASSED UNANIMOUSLY

III. PUBLIC COMMENT No public comment was made.

IV. ADJOURNMENT

The April 15, 2015 Special Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 5:55 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.