

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

**March 12, 2013
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Vice-Chairman – Susan McBryant, Secretary – Lawrence Schoen, Board - Angenie McCleary, Ron Fairfax, Don Keirn, Fritz Haemmerle, 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/Alternate Airport Security Coordinator – Roberta Christensen, Administrative Assistant/IT Systems Maintenance Coordinator - April Dieter, Administrative Assistant – Cecilia Vega
AIRPORT LEGAL COUNSEL: Luboviski, Wygle, Fallowfield & Ritzau – Barry Luboviski;
CONSULTANTS: T-O Engineers – Dave Mitchell; ANTICIPATE – Candice Pate
AIRPORT TENANTS/PUBLIC: Glass Cockpit Aviation – John Strauss; Avis – Peter Scheurmier; Enterprise – Justim Maddux; FSVA – Carol Waller; Atlantic Aviation – Michael Rasch; Sun Valley Board of Realtors – Bob Crosby; Baird Gourlay, Dori Tunney, Tom Drougas, Marc Reinemann, Jim Miller, Rob Cronin, Felicity Roberts, Paul Willis, Lew Gilchuist, Evan Stelma, Donna Serrano, Blair Clark, Mimi Clark, Chuck Ferries, Bonnie Leighton, Christine Nibley, Stuart Nibley

CALL TO ORDER:

The meeting was called to order at 5:31 p.m. by Vice-Chairman McBryant.

I. APPROVE AGENDA

The agenda was amended with the following changes:

III. AIRPORT STAFF BRIEF

A. ~~H.~~ Employee of the Quarter (See Brief)

VI. ~~V.~~ AIRPORT STAFF BRIEF (Cont.)

B. ~~A.~~ Noise Complaints

C. ~~B.~~ Parking Lot Update

D. ~~G.~~ Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)

E. ~~D.~~ Review Correspondence (See Brief)

F. ~~E.~~ Fly Sun Valley Alliance Update (See Brief)

G. ~~F.~~ Airport Weather Interruptions

H. ~~G.~~ Administrative Brief

~~H.~~ Employee of the Quarter (See Brief)

V. PUBLIC COMMENT

MOTION:

Made by Board Member Fairfax to move the Employee of the Quarter agenda item under agenda item II. Public Comment. Seconded by Board Member Schoen.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

Sun Valley resident and pilot, Paul Willis, commented that as a taxpayer he does not want to spend a fortune on moving the Airport when it can function with the integration of new technologies at its current location. He stated that as aviation technology advances, landing approaches become safer. He commented that as a pilot who has flown into several ski resort airports, he recognizes that all ski resort airports face similar issues with

reliability and are all trying to find ways to improve reliability at their current locations as the airports for ski regions are viable to the communities they are located in.

Blair Clark, Hailey resident and local owner of Smith Optics, commented that the Airport is a vital part of his business and hopes the Board finds a solution that expands and increases the service to the Airport as well as mitigates the issues of noise, pollution, and other environmental impacts to the community. He commented that the unreliability of the Airport has recently deterred his sales representatives from utilizing the Airport.

III. AIRPORT STAFF BRIEF

A. H. Employee of the Quarter (See Brief)

Airport Manager Baird announced that April Dieter of Friedman Memorial Airport has been selected for Employee of the 1st Quarter for the calendar year 2013. He congratulated Ms. Dieter and thanked her for her efforts and service to the Wood River Valley.

Ms. Dieter thanked the Board and Airport Staff for their continuous support and encouragement of her as the Administrative Assistant/IT Systems Maintenance Coordinator for the Airport and thanked them both for allowing her to be a part of the FMA team.

IV. UNFINISHED BUSINESS

A. Airport Solutions

1. Vice-Chairman Report

Vice-Chairman McBryant reported that she has recently received several comments from the community regarding the increase of aircraft operations over Hailey. She reported that she has researched the concerns and found that the operations were due to wind factors. She also reported that the Airport is one of over 100 small airports that could be losing tower funding which would be a very serious problem for the Airport.

2. Blaine County Report

Board Member Schoen reported that the County is in the process of drafting a letter to Idaho's Congressional representatives requesting their assistance as well as a draft joint memorial for the Idaho legislature to consider in regarding the support of keeping the Airport Tower funded which will be brought before the Idaho Legislator as well as Congressional representatives to be passed jointly by the House and Senate by the FAA.

3. City of Hailey Report

Board Member Haemmerle reported that the City Council is hopeful that the issues that arose from the last Airport Board meeting can be resolved tonight.

4. Committee Report

No report was given.

5. Airport Manager Report (See Brief)

Airport Manager Baird reported that appeal letters have been forwarded to the FAA regarding their plan to close the Airport tower in April and Staff should receive a response and a finalized list of facility closures by March 18th.

Airport Manager Baird also reported that the Network USA conference was very beneficial and recommended that Airport representatives considering attending annually to benefit the Airport's route planning and networking with airlines.

Board Member McCleary thanked Airport Manager Baird for keeping the Board updated on the progress of the tower closure situation and correspondence with

Idaho Legislature regarding the matter. She added that the Airport Staff and Board have also been communicating with community representatives and Sun Valley Company.

Board Member Schoen asked what the FAA's process of reviewing the appeal letters will consist of and approximately when a decision will be made given the short timeline for closure.

Airport Manager Baird answered that no criteria has been established for review of the appeal letters and the FAA has proposed to have a finalized list of facility closures by March 18th.

6. Communications Director Report

a. Coffee Talks

Airport Manager Baird reported that the February Coffee Talk was only attended by one person however the conversation over coffee was interesting.

b. Airport Tour

Airport Manager Baird reported that no one signed up for the February Airport Tour, so it was cancelled.

7. Existing Site

a. Site Selection

Vice-Chairman McBryant asked the Board for a motion regarding site selection procedures.

MOTION: *Made by Board Member Keirn to approve commencement of formal discussions with FAA officials on moving forward with the site selection process for a relocated Blaine County Airport starting immediately following completion of the project formulation for Alternative 6 and to be completed on or about six months after initiation or October 1, 2013. Seconded by Board Member Haemmerle.*

PASSED UNANIMOUSLY

Board Member Schoen asked if the Board would first complete the formulation project before commencement of a site selection study if the project formulation takes longer than six months to complete.

Board Member Haemmerle answered that the City understands that the project formulation of Alternative 6 needs to be completed first and the estimate of completing site selection by October 1 is more of a placeholder to begin discussion of site selection after completion of the project formulation. He suggested that if the project formulation is not completed within the estimated six months, the Board should discuss a new date for **initiation** completion of the site selection study.

The Board agreed that it is the completion of the project formulation that should be the trigger for starting site selection conversations.

b. EIS Termination

Board Member McBryant asked Attorney Lubovski to brief the Board on his **recommendation** ~~research findings~~ regarding voting privileges for EIS termination.

Attorney Luboviski briefed the Board that interpreting the Joint Powers Agreement (JPA) has been difficult because the current circumstances have changed significantly since the drafting of the Amended JPA. The Board can legally interpret the document however they choose appropriate, but he advised the Board to treat the EIS termination as a joint decision matter.

The Board agreed that in light of discussion with Legal Counsel, the EIS termination should be a joint decision matter. The Board also discussed future redrafting of the JPA to fit current circumstances.

MOTION: *Made by Board Member Fairfax to formally request to the FAA termination of the EIS and that the maximum retention of data developed during the EIS be released to the FMAA for future use. Seconded by Board Member McBryant.*

PASSED UNANIMOUSLY

Board Member Haemmerle commented that City views the EIS as the best opportunity for relocating the Airport, however the City understands that the Board must now move forward with site selection and existing site improvement due to the FAA's decision to not to move forward with the EIS, as well as their suggestion that they will not allow the Board to move forward with existing site improvement until the EIS is terminated.

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

Engineer Dave Mitchell updated the Board on the current status of the Plan to Meet 2015 Congressional Safety Area Requirements.

The Board discussed and clarified technical aspects of Engineer Mitchell's presentation including the presented modifications of standards to the parallel taxiway, maximum wingspan limitations, proposed revisions to the draft Scope of Work for the RSA Improvements Project Formulation and pre-planning for the installation of electrical boxes and future placement of a possible new terminal.

MOTION: *Made by Board Member Schoen to approved the revised Scope of Work and authorize Staff to process an AIP grant to support the Scope of Work and seek appropriate City of Hailey and Blaine County grant authorization Resolutions. Seconded by Board Member Haemmerle.*

PASSED UNANIMOUSLY

MOTION: *Made by Board Member Schoen to authorize the Chair to execute an agreement not to exceed \$693,220 with T-O Engineers to complete the Scope of Work after Chair, Staff and Legal Counsel review. Seconded by Board Member Keirn.*

PASSED UNANIMOUSLY

8. Retain/Improve/Develop Air Service

a. FSVR Report

Fly Sun Valley Alliance representative, Carol Waller, reported that the 2013

Network USA conference was a great opportunity to conduct face to face meetings with several airlines. She also reported that the FSVA has almost completed summer negotiations with Alaska Airlines and will be signing contracts soon.

B. Instrument Procedures Feasibility Study

Airport Manager Baird updated the Board on the progress of the Instrument Procedures Feasibility Study and briefed the Board that a report should be available for Board review at the April meeting.

C. Auto Rental Concession Lease

Airport Manager Baird updated the Board on the development of the public bid process for Auto Rental Concessions.

V. PUBLIC COMMENT

John Strauss cautioned the Board not to label the Airport as being unsafe without a tower and instead communicate that not having a tower reduces the level of safety.

Christine Nibley commented that she does not want the Airport to be relocated and does not understand where the funding for a new airport would come from when the Airport is insignificant enough to the government that it would allow the tower to be closed.

Board Member Schoen thanked John Strauss for his efforts in assisting with airport projects and commented that the Airport is not postponing making improvements to the existing site and the Board is doing everything it can to make the Airport more reliable.

VI. ~~IV.~~ APPROVE FMAA MEETING MINUTES

A. February 12, 2013 Regular Meeting (See Brief)

The February 12, 2013 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

MOTION:

Made by Board Member Schoen to approved the February 12, 2013 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Keirn.

PASSED UNANIMOUSLY

VII. ~~V.~~ AIRPORT STAFF BRIEF (Cont.)

B. ~~A.~~ Noise Complaints

C. ~~B.~~ Parking Lot Update

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

E. ~~D.~~ Review Correspondence (See Brief)

Board Member Greenberg asked when the Board will know the cost associated with operating the tower independently.

Airport Manager Baird answered that he is expecting to receive a cost estimate for operation of the tower independently within the next couple of weeks.

F. ~~E.~~ Fly Sun Valley Alliance Update (See Brief)

G. ~~F.~~ Airport Weather Interruptions

Board Member Haemmerle asked why there have been increased amount of North approaches and landings.

Airport Manager Baird answered that the Airport has had some interesting weather phenomenon within the year that forces aircraft to approach from the North. He commented that he monitors North activity continuously and ensures that each North approach is weather-related and not a disregard for the Voluntary Noise Abatement program.

H. ~~G.~~ Administrative Brief

~~H. Employee of the Quarter (See Brief)~~

VIII. ~~VI.~~ ELECTION OF OFFICERS

MOTION:

Made by Board Member McCleary to elect Ron Fairfax as Chairman, Susan McBryant as Vice-Chairman, Lawrence Schoen as Secretary and Jacob Greenberg as Treasurer. Seconded by Board Member Keirn.

PASSED UNANIMOUSLY

IX. ~~VII.~~ NEW BUSINESS

A. Bank Account Signatory Update Authorization

Airport Manager Baird asked the Board to authorize Staff to update the bank account signatory to the new Chair.

MOTION:

Made by Vice-Chairman McBryant to update the Bank Account Signatory Authorization as requested in the Staff Brief. Seconded by Board Member Schoen.

PASSED UNANIMOUSLY

The Board announced that Board Member Greenberg, Vice-Chairman McBryant and Chairman Fairfax will serve as the Board Finance/Lease Committee of which Board Member Greenberg will serve as Chair.

Board Member McBryant commented that the redrafting of the JPA needs to be addressed as soon as possible and suggested that it be included on the April agenda. Board Members McCleary and Haemmerle volunteered serving on the JPA redraft committee.

Attorney Luboviski commented that he would hope the Board can simplify the amendment process for the JPA as compared to the last time the document was amended and he would like to be able to amend the document himself with the Board.

X. ~~VIII.~~ PUBLIC COMMENT

John Strauss suggested that the Board relate to the public that private operation of the tower is an option as a lot of people don't know that's a consideration the Board is entertaining.

XI. IX. EXECUTIVE SESSION MOTION:
– I.C. §67-2345 (1)(d)(f)

Made by Board Member Haemmerle to enter Executive Session under Idaho code I.C. §67-2345 (1)(d)(f). Seconded by Board Member McCleary.

ROLL CALL VOTE:

<i>Chairman Fairfax</i>	YES
<i>Vice-Chairman McBryant</i>	YES
<i>Secretary Schoen</i>	YES
<i>Treasurer Greenberg</i>	YES
<i>Board Member Haemmerle</i>	YES
<i>Board Member McCleary</i>	YES
<i>Board Member Keirn</i>	YES

PASSED UNANIMOUSLY

XII. X. ADJOURNMENT

The March 12, 2013 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:15 p.m.


~~Susan McBryant, Secretary~~

Lawrence Schoen

* 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.