

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

**May 2, 2017
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Don Keirn, Vice-Chairman – Jacob Greenberg, Secretary - Lawrence Schoen, Treasurer – Ron Fairfax, Board - Fritz Haemmerle, Angenie McCleary, Pat Cooley

FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Airport Operations Manager – Todd Emerick; Administrative Assistant/Trusted Agent – Roberta Christensen, Administrative Assistant – Cecilia Vega

CONSULTANTS: T-O Engineers – Dave Mitchell; Centerlyne – Candace Crew

AIRPORT TENANTS/PUBLIC: R/L/B – Nicholas Latham, Mike Smith; Atlantic Aviation – Mike Rasch, Brian Blackburn; Avis – Peter Scheurmier; Comp Plan – Len Harlig; FHR – Marc Reinemann; GCA – John Strauss; FSVA – Carol Waller

AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski

PRESS: Idaho Mountain Express – Joshua Murdock

CALL TO ORDER:

The meeting was called to order at 5:31 p.m. by Chairman Keirn.

I. APPROVE AGENDA

The agenda was approved as presented.

MOTION:

Made by Board Member Cooley to approve the May 2, 2017 FMAA Regular Board Meeting Agenda as presented. Seconded by Board Member Haemmerle.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

No public comment was made.

**III. APPROVE FMAA
MEETING MINUTES**

A. April 4, 2017 Regular Meeting (See Brief)

The April 4, 2017 Friedman Memorial Airport Authority Meeting Minutes were approved as presented.

MOTION:

Made by Board Member Fairfax to approve the April 4, 2017 Friedman Memorial Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Haemmerle.

PASSED UNANIMOUSLY

IV. REPORTS

A. Chairman Report

Chairman Keirn reported that the Board Finance Committee has begun the budgeting process with Staff and commented that the development of the budget will be challenging this year.

B. Blaine County Report

No report was given.

C. City of Hailey Report

No report was given.

D. Airport Manager Report (See Power Point)

Airport Manager Pomeroy reported on the following:

- SkyWest will begin operating the EMB-175 Next Generation Regional Jet for United Airlines at the Airport on June 30. The SkyWest flight crew will be conducting additional flight tests May 24-25 and these tests will include several northbound flights over Hailey as part of the flight crew training.

Airport Operations Manager Todd Emerick reported on the following:

- The Triennial Emergency Drill has been scheduled for June 10th. The FAA requires the Airport to conduct this drill every three years. To accomplish this, 30 to 60 volunteers are needed to act as crash victims for the emergency drill and participation from valley EMS agencies.

Airport Security Coordinator Steve Guthrie reported on the following:

- The TSA AIT (Advanced Imaging Technology) for passenger screening is now operational and TSA has received good feedback from passengers.

Airport Manager Pomeroy continued to report the following:

- On April 11th, Airport Staff and the FSVA met with air carriers to discuss air service growth topics such as airport capacity and airline support capabilities.
- Federal government appropriations for airport contract tower funding has been finalized through September 30, 2017.
- Activity planning for heavy air traffic in July and August continues. Also for this year's corporate event, an airspace consultant will be helping to plan airspace operations that have been forecast to occur during the event.
- Airport Manager Pomeroy is working with an approach planning consultant to develop a feasibility analysis options for improved approach capabilities for the EMB-175 and other aircraft. He noted that an advantage of the EMB-175 is that its cabin is more comfortable.
- The SUN Airport Arts Commission will be installing new artwork at the Airport on May 18th.
- Runway Pavement Maintenance is still scheduled to commence at 8:00 a.m. on June 5th and conclude at 7:00 p.m. on June 7th.
- Future Board Meeting topics include initial FY 2018 budget review, approval of auditor Request for Proposals (RFP), and updates on ongoing projects.

Board Member Schoen commented that he would choose reliability over comfort; however, he understands that there are opportunities with the EMB-175 to improve reliability at the Airport. He asked if the airlines or the Board would be responsible for financing feasibility analysis for reliability improvement. He asked that Airport Staff impress upon SkyWest the importance of taking full advantage of the avionics available in the EMB-175 and developing it for use at the Airport as quickly as possible.

Airport Manager Pomeroy answered that SkyWest will be researching options for improved procedures in addition to participating in the feasibility analysis the Airport is conducting. He commented that in his opinion, this project is a partnership between the airport and the airlines and the cost will be minimal as the approach planning consultant fees are conservative.

Atlantic Aviation General Manager Mike Rasch announced that he will be retiring on July 17th.

Chairman Keirn congratulated Mr. Rasch for his retirement. Airport Manager Pomeroy commented that he has had a successful partnership with Mr. Rasch during his time at the Airport and thanked him for his many years of service. The Board acknowledged the many contributions Mr. Rasch has made at the Airport.

E. Communications Director Report

No report was given.

F. Fly Sun Valley Alliance Report (See Power Point)

FSVA representative Carol Waller presented a SUN Air Service Update to the Board.

Board Member Schoen suggested that the Board invite the airlines to communicate with the public about the general purpose of the winter busing program. He commented that diversions began in October and have continued through the spring. He also commented that the phone notification system for bussed passengers is unreliable.

Ms. Waller commented that perhaps at FSVA's next meeting with the airlines, they could discuss the airline's process for communicating bussing information to passengers.

The Board continued to discuss the communication system breakdown issue with Ms. Waller.

V. AIRPORT STAFF BRIEF

A. Noise Complaints (See Brief)

B. Parking Lot Update (See Brief)

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

Board Member Haemmerle commented that he has noticed a few takeoffs and landings to and from the north occur the last few weekends.

Airport Manager Pomeroy commented that landings and departures to the north have been occurring the last few weekends due to high wind levels.

D. Airport Commercial Flight Interruptions (See Brief)

E. Review Correspondence (See Brief)

VI. OLD BUSINESS

A. Airport Voluntary Noise Abatement Program

a. Voluntary Noise Abatement Program Brochure – Update (See Brief & Power Point)

Airport Manager Pomeroy presented the final edition of the Voluntary Noise Abatement Program Brochure.

b. Airport Noise Modeling Update (See Brief & Power Point)

Airport Manager Pomeroy updated the Board on the status of the Noise Modeling project.

Glass Cockpit Aviation owner John Strauss commented that he supports the idea of gathering accurate information from high activity events and seasons before scenarios are developed and conducted.

B. Construction and Capital Projects

a. Runway Safety Area Improvements Project – Update (See Brief & Power Point)

b. Terminal Air Carrier Apron and Parking Lot Improvements Update and Consider Approval of the following:

1. Proposed Work Order and Scope of Work for T-O Engineers Bidding and Construction Services (See Brief & Power Point)

Airport Manager Pomeroy briefed the Board that the bid received from Knife River for the Terminal Air Carrier Apron and Parking Lot Improvements project was over the engineer's project estimate.

Engineer Mitchell briefed the Board on the options moving forward with the Terminal Air Carrier Apron and Parking Lot Improvements projects (See Power Point).

The Board discussed technical aspects of the high bid received and the options moving forward presented by Engineer Mitchell including the reason for the high bid amount received for the projects and whether rescheduling will decrease the inflated prices.

Engineer Mitchell and Airport Manager Pomeroy recommended that the Board move forward with awarding Schedule C, the runway maintenance project, to Knife River, re-bid the projects, reschedule parking improvement construction to the fall of 2017, reschedule apron expansion construction to the spring of 2018, and proceed with the acquisition of a snow blower for delivery by December.

Board Member Cooley asked if the apron and parking lot projects will get re-bid separately.

Engineer Mitchell answered that the apron and parking lot projects will get re-bid as one complete project unless the Board would like to do otherwise.

Board Member Fairfax asked if there are any assurances that the Board would receive more than one bid if the projects were put out for rebid. He also asked if the Board should rebid a third time in the winter if no additional bids were received for the second attempt.

Engineer Mitchell answered that he would recommend rebidding in the winter if the second bid also failed to attract more than one bidder; however, he has heard from contractors that the latter portion of the summer season would be a better time to bid for the project.

Vice-Chairman Greenberg asked at what time the engineers perceive that the demand at the Airport would require the Board to complete the terminal apron and parking lot projects. He also asked when the hangar leases near the terminal apron will expire and if those hangars could be demolished so the space could be utilized for additional aircraft parking.

Airport Manager Pomeroy answered that the use of the area that is currently occupied by a hangar would only be used as overnight parking as it is too far away from the terminal to use for passenger activity. He also answered that the Airport currently has the necessary demand that requires the Board to complete the terminal apron and parking lot projects.

MOTION: ***Made by Board Member Schoen to move forward with the award of Schedule C, attempt renegotiation of Schedules A and B with Knife River for two weeks and if that fails to rebid Schedules A and B to open in June with the intent that the parking lot improvements would be constructed in the fall of 2017 and the apron expansion would be conducted in the spring of 2018 preceding the acquisition of a snow blower before this winter. Seconded by Board Member Haemmerle.***

PASSED UNANIMOUSLY

Board Member Cooley asked if there is value in rebidding Schedule B in the winter to give the bidders adequate time to plan for the spring projects and submit more competitive bids.

Engineer Mitchell answered that rebidding Schedule B now would give the contractors from June of this year to next spring to prepare for the project while waiting until the winter to rebid would only give them from January to the spring to prepare.

Board Member Haemmerle commented that it seems that the Airport is getting behind demand and therefore the Board should keep the process moving forward.

The Board agreed to rebid the project as soon as possible if negotiations with Knife River are not successful.

2. Proposed Work Order and Fee for Ruscitto Latham Blanton Parking Booth Professional Services (See Brief)

Engineer Mitchell briefed the Board on the options moving forward with the Parking Booth project (See Power Point).

Board Member Haemmerle commented that he does not find the contractor's decision to submit high bids on projects simply because they can plausibly and suggested that he may be inclined to reject all bids.

Attorney Laski briefed the Board that even though the bids submitted are all over \$100,000, since the Board estimated that the project would be less than \$100,000, they could still accept the low bid contingent on his legal review. The Board also has the option of rejecting all the bids and rebid immediately or rebid as a contract over \$100,000.

Ruscitto/Latham/Blanton architect Nick Latham commented that the public works licensed contractors and subcontractors are busy and limited on how much work they can bid for and are therefore submitting very high price estimates. He suggested that the Board research other options such as reusing and modifying the existing building.

Board Member Schoen suggested that the parking booth schedule be matched to the parking lot project schedule so they are started at the same time.

MOTION: *Made by Board Member Haemmerle to reject all bids for the Parking Booth. Seconded by Board Member Cooley.*

**MOTION NOT PASSED
BOARD MEMBER GREENBERG ABSTAINED
BOARD MEMBER SCHOEN OPPOSED**

Board Member Schoen asked what, if any, legal ramifications there are for rejecting all the bids.

Attorney Laski answered that rejecting all bids will not impact the Board's course of action except that the Board may not accept the bids once rejected.

Board Member Cooley commented that rejecting the bids will send a message that excessive pricing is not acceptable.

3. Award of Projects if Acceptable (See above)

C. Airport Planning Projects

a. Airport Master Plan – Update (See Brief & Power Point)

Airport Manager Pomeroy updated the Board on the status of the Master Plan.

b. Environmental Assessment for Runway Protection Zone/Approach Protection – Consider Approval of the following:

1. Proposed Work Order and Fee to T-O Engineers Environmental Planning Services (See Brief)

Airport Manager Pomeroy requested that the Board approve the work order scope and fee from T-O Engineers to begin work on the Environmental Assessment for the RPZ/Approach Protection land acquisition.

Chairman Keirn opened the discussion for public comment.

No public comment was made.

MOTION: *Made by Vice-Chairman Greenberg to approve T-O Engineers Work Order 17-04 for fees totaling \$104,980 for the Environmental Assessment Land Acquisition and Obstruction Removal Project. Seconded by Board Member McCleary.*

PASSED UNANIMOUSLY

VII. PUBLIC COMMENT

No public comment was made.

**VIII. EXECUTIVE SESSION – MOTION:
I.C. §74-206 (a)(c)(f)**

Made by Board Member McCleary to enter into executive session pursuant to Idaho Code §74-206 paragraph (a) to consider action regarding Airport Manager position, 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 Fairfax.

ROLL CALL VOTE:

Chairman Keirn	Yes
Vice-Chairman Greenberg	Yes
Board Member Fairfax	Yes
Board Member Schoen	Yes
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED UNANIMOUSLY

IX. ADJOURNMENT

The May 2, 2017 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:20 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.