

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

**March 5, 2019
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Don Keirn, Vice-Chairman – Jacob Greenberg via telephone, Board - Fritz Haemmerle, Angenie McCleary, Pat Cooley, Dick Fosbury
FRIEDMAN MEMORIAL AIRPORT AUTHORITY TREASURER: Ron Fairfax
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 – Cecilia Vega, Airport Administrative Coordinator – Sue Heaphy
CONSULTANTS: T-O Engineers – Dave Mitchell; Centerlyne – Sarah Shepard, Candace Crew
AIRPORT TENANTS/PUBLIC: Atlantic Aviation – Brian Blackburn
AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski
PRESS: Idaho Mountain Express – Alejandra Buitrago

CALL TO ORDER:

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

I. APPROVE AGENDA

The agenda was approved as presented.

II. PUBLIC COMMENT

No public comment was made.

**III. APPROVE FMAA
MEETING MINUTES**

A. February 12, 2019 Regular Meeting Minutes

MOTION: *Made by Board Member Haemmerle to approve the February 12, 2019 Regular Meeting Minutes as amended. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

B. February 19, 2019 Special Meeting Minutes

MOTION: *Made by Board Member McCleary to approve the February 19, 2019 Special Meeting Minutes. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

IV. REPORTS

A. Chairman Report

Chairman Keirn reported that during the month of February there were 103 flight diversions that resulted in a loss of revenue due to not being able to capture landing and enplanement fees. He stated the loss of revenue further highlights the importance of the instrument approach development study that is currently being commissioned by the Board.

B. Blaine County Report

No report was given.

C. City of Hailey Report

Board Member Haemmerle commended the Operations staff for keeping the airport operational, especially during the month of February. He elaborated that they made an amazing effort and it was much appreciated.

Board Member McCleary, on behalf of the County, thanked Mayor Haemmerle for his comments, and also praised the efforts of the Airport Operations and Administrative staff.

D. Fly Sun Valley Alliance Report

No report was given.

E. Airport Manager Report (see Power Point Presentation)

- The Airport Manager stated a Delegation letter was sent out last week to the FAA in support of the remote tower pilot program. He expressed his appreciation to Senators Crapo and Risch, Congressman Simpson and their staffs for their combined efforts to complete the support letter on the behalf of the Authority. The Idaho Division of Aeronautics will also be sending a letter of support. To further this effort, the Airport Manager is scheduling meetings with Delegation offices at the FAA headquarters in DC. He is planning a trip to DC with Board Member Greenberg in mid April. In addition to the Delegation meetings, they will be visiting a remote tower.
- The Airport Manager attended the NWAAAE Board Retreat March 1, 2019 in Seattle, Washington. The chapter's focus is to address succession planning and the impacts the airport professional industry is facing due to the shortage of incoming professionals. They are researching options on a chapter level to recruit and support future professionals. The Airport Manager explained a big take away from the retreat is the development of support and working relationships with the other regional managers.
- The Airport Manager suggested the Authority and staff schedule a strategic planning session.
- The FAA NW Mountain Region Airports Conference is scheduled for March 18-20 in Renton, WA. The Airport's Contract/Finance Manager, Lisa Emerick, and the Airport Operations Manager, Todd Emerick, will be in attendance. The Airport Manager also invited the Board to attend.
- The Airport Manager announced that the Runway Protection Zone (RPZ) Environmental Assessment (EA) is expected to be completed and available for public comment in March.

Chairman Keirn asked if the remote tower in Leesburg, VA has been approved or if it remains in the pilot program. The Airport Manager responded it is currently in the last stages of testing and certification. It is anticipated that it will be certificated by November of this year.

Board Member Jacob Greenberg joined the meeting via conference call at 5:43 p.m.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints (See Brief)
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)
- C. Airport Commercial Flight Interruptions (See Brief)
- D. Review Correspondence (See Brief)

VI. ACTION ITEMS

A. NEW BUSINESS (See Brief & Power Point)

1. Consideration of Change of Date of April 2, 2019 FMAA Board meeting to April 9, 2019

MOTION: *Made by Board Member McCleary to change the regularly scheduled board meeting date from April 2, 2019 to April 9, 2019. Seconded by Board Member Fosbury.*

PASSED UNANIMOUSLY

B. CONTINUING BUSINESS

1. FMAA Board Officer Appointments – ACTION ITEM

Chairman Keirn nominated Board Member Greenberg for Chairman. Board Member McCleary stated she supports the rotation of the Chairman between the City and the County and supported Chairman Keirn's nomination.

Board Member Fairfax suggested and nominated a slate of officers to include Board Member Greenberg for Chairman, Pat Cooley for Vice Chairman, Dick Fosbury for Secretary and he stated he would like to retain his position as Treasurer.

After discussion, Board Member Haemmerle made the following motion.

MOTION: *Made by Board Member Haemmerle to elect the following Board positions:*
Chairman – Jacob Greenberg
Vice Chairman - Don Keirn
Secretary – Dick Fosbury
Treasurer – Ron Fairfax.
Seconded by Board Member Cooley.

PASSED UNANIMOUSLY

The Board discussed and made the following appointments to the Lease/Finance and Architectural Committees:

Finance/Lease Committee: Board Members Keirn, Greenberg and Fairfax
Architectural Committee: Board Members Keirn, Fairfax and Fosbury

The Airport Manger thanked Chairman Keirn for his time on the Board and expressed his gratitude for his continued service as the Vice Chairman.

Conference call with newly elected Board Chairman Jacob Greenberg was terminated at 5:53 p.m.

VII. DISCUSSION AND UPDATES

A. NEW BUSINESS

1. None

B. CONTINUING BUSINESS

1. Construction and Capital Projects

i. Terminal Improvements

Airport Manager Pomeroy is anticipating an update in March.

2. Airport Planning Projects

i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

The Airport Manager reported the FAA regional office has completed their review of the EA and it is now being reviewed by FAA legal staff.

Once the FAA is completed with their reviews, there will be a 30 day comment period. The Airport Manager will be working with staff and consultants to prepare and accommodate a Public Hearing and comment period.

Vice Chairman Keirn asked how soon the Authority will be able to proceed once the Public Hearing and comment period are completed. The Airport Manager explained it will on the comments received and how long the FAA needs to review and or respond.

ii. Instrument Approach Development

The Airport Manager Pomeroy reported the initial analysis has indicated positive results and explained the next step will be to take those results and test them using a simulator for validation. The estimated simulator testing time is approximately 2-3 months. The Board can expect a full report from the consultant in May.

Board Member Fairfax asked, if the report shows a new approach can be developed, can the Board expect to have a new approach commissioned by the following winter. The Airport Manager reminded the Board that study is a feasibility study and will not result in an approach being developed. If the feasibility study results are positive, the next step would be the design, FAA approval and implementation of a new flight path. He anticipates this process will take approximately 18 months.

The Airport Manager also expressed his concern and suggested the Board consider the possible need to increase staffing and equipment to meet the anticipated increased traffic and operations, especially during winter months.

3. Miscellaneous

i. None.

VIII. PUBLIC COMMENT

No public comment

Vice Chairman Keirn presented cards and expressed the Board's appreciation to the Airport Operations and Administrative staff for their extra efforts.

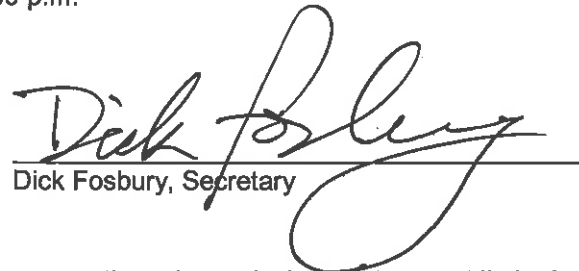
Airport Manager Pomeroy announced Cecilia Vega's resignation. He explained she will be leaving the Airport to pursue opportunities at a local accounting firm. He thanked Cecilia for her 12 years of service and wished her the best. Cecilia thanked the Authority for the opportunity they have provided.

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

None.

X. ADJOURNMENT

The March 5, 2019 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:00 p.m.



Dick Fosbury, 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.*