

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
February 4, 2025  
5:30 P.M.**

**IN ATTENDANCE:**

**BOARD MEMBERS:**

Board Chair – Martha Burke, Vice Chair – Muffy Davis, Secretary – Angenie McCleary, Board Members – Dale Bathum, Dustin Stone, Jacob Greenberg, Treasurer – Ron Fairfax

**FRIEDMAN MEMORIAL AIRPORT STAFF:**

Airport Director – Chris Pomeroy, Deputy Director, Operations & Maintenance – Tim Burke, Deputy Director, Finance & Administration – Brian Blackburn, Security Manager – Steve Guthrie, Business Operations Coordinator – Eliana Wolper, Administrative Coordinator II – Janice Hicks

**AIRPORT LEGAL COUNSEL:**

Lawson Laski Clark PLLC – Jim Laski, Kaplan Kirsch & Rockwell LLP – Peter Kirsch

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Board Chair Burke

**I. APPROVE AGENDA (0:55)**

Airport Director Pomeroy requested to add an update about to the Air Traffic Control Tower to the agenda as item # 7. A motion to approve the agenda as amended.

**MOTION:** *Made by Board Member Bathum to approve the agenda as amended. Seconded by Board Member Stone.*

**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT (1:24)**

None

**III. EXECUTIVE SESSION I.C. §74-206 (1),(b) Evaluation of employee matters (1:45)**

A motion to enter executive session.

**MOTION:** *Made by Board Member Greenberg to go into Executive Session. Seconded by Vice Chair Davis.*

**PASSED UNANIMOUSLY**

**IV. ACTION ITEMS (a vote may occur but is not required to be taken) (9:00)**

**A. Business resulting from Executive Session ACTION ITEM**

Board Chair Burke reported that she had received a request for resignation from Airport Director Pomeroy and that will accept his resignation with great gratitude and sadness. Board Chair Burke reported that the board will meet with Airport Director Pomeroy in another executive session to discuss next steps. Jim Laski confirmed that Board Chair Burke was able to accept the resignation as Chair and that a vote was not needed.

**V. APPROVE FMAA MEETING MINUTES (10:10)**

A. January 7, 2025, Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**

**MOTION:** *Made by Vice Chair Davis to approve the minutes as presented. Seconded by Board Member Greenberg.*

**PASSED WITH BOARD MEMBER STONE ABSTAINING**

**VI. REPORTS**

(11:00)

A. Chair Report

Board Chair Burke introduced Board Member Dustin Stone as the replacement for Board Member Linnett and stated she thinks he will be a great addition to the FMAA Board.

B. Blaine County Report

Vice Chair Davis thanked Airport Director Pomeroy for his service to the airport. Secretary McCleary thanked Airport Director Pomeroy and wished him the best in his new position.

C. City of Hailey Report

No report given.

D. Fly Sun Valley Report

No report given.

E. Airport Team Reports (see PowerPoint Presentation)

(14:25)

Deputy Director of Operations & Maintenance Burke gave an update on Airport Operations training including an ARFF leadership conference, Scott Beaver attending a lighting training in Ohio, Oliver Nordlie attending the Northwest Association of Airport Executives Conference, Nick Carnes attending Airport Certified Employee OPS Training, and Deano Miller and Jessie Gillette attending International Aviation Snow Symposium in April in Buffalo, NY.

Deputy Director of Operations & Maintenance Burke recognized fleet manager, Jesse Gillette, for being asked to teach a mechanics course for snow removal MD.

Vice Chair Davis commended the airport operations team on their snow removal efforts in the recent snow storms.

Airport Director Pomeroy reported that there were no security or finance reports for this meeting.

Airport Director Pomeroy reported that finalized 2024 enplanements were 11.3% above 2023. January operations were up 31% over January 2024.

Airport Director Pomeroy reported on his trip to the Idaho statehouse in the prior month with representations of the Idaho Airport Manager's Association with focus on air service to small communities. IAMA is working to think of creative ideas for funding for Idaho airports in the future.

Airport Director Pomeroy stated it has been a pleasure to work with this airport for the last 9 years. He thanked the Board for their support and thanked the FMA Staff for their support and dedication.

Board Member Bathum asked Airport Director Pomeroy about forecasting for operations and enplanements. Airport Director Pomeroy stated that forecasting is done every few months for enplanements based on load factors and available seats. Forecasting for operations is more difficult given how much of the traffic at the

airport is General Aviation traffic which is non-scheduled. There are not major fluctuations being seen in any portion of the traffic.

Airport Director Pomeroy commented that the airport had been fully operational through the previous weekend's storm and Deputy Director of Operations & Maintenance Burke confirmed that the airport has not closed for weather related reasons in 5 years.

**VII. AIRPORT STAFF BRIEF**

- A. Noise Complaints in January.
  - B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data **(See Attachment #3-#5)**
  - C. Review Correspondence
- None

**VIII. ACTION ITEMS**

A. NEW BUSINESS

- 1. ITD Division of Aeronautics Grant Offer – Attachment #5-#7 ACTION ITEM (25:29)

Airport Director Pomeroy stated the Idaho Transportation Department of Division of Aeronautics has extended a grant offer to the airport. This is the third year in a row that SUN has received a grant offer from the State of Idaho. SUN's grant amount is \$15,000 and the grant funds are being administered through the Idaho Airport Aid Program (IAAP).

The \$15,0000 of grant funds will be forthcoming upon acceptance of the grant agreement and will be used to help reimburse the airport for the replacement of the rotating beacon.

**MOTION: Made by Vice Chair Davis to accept the ITD Division of Aeronautics grant offer in the amount of \$15,000 by the City of Hailey and Blaine County as airport co-sponsors. The action will further direct Staff and Legal Counsel to develop the appropriate City and County resolutions to support acceptance of the ITD Division of Aeronautics grant offer. Motion seconded by Board Member Greenberg.**

**PASSED UNANIMOUSLY**

B. CONTINUING BUSINESS

- 1. None

**IX. UPDATES AND DISCUSSION**

A. NEW BUSINESS

(28:20)

- 1. New SRE Equipment Acquisition – Discussion

Airport Director Pomeroy reported that as part of continuing efforts to update and modernize the snow removal equipment fleet, staff would like to procure an additional, new MD4 snow blower. Procurement is expected to cost \$905,000, use airport funds, and take 500 days to receive. The item is budgeted in the FY2026 budget. He sought Board concurrence to initiate the procurement process to get in line for

the blower. Staff will present a completed purchase agreement at a future board meeting. Board unanimously supported moving forward with the order.

2. Request for Qualifications (RFQ) for On-Call Airport Planning Services – Discussion

Airport Director Pomeroy stated that our contract with current On-Call Airport Planning Services provider, Mead and Hunt, is expiring. FMAA is required to follow an FAA selection process and would like to publish the RFQ by the end of February for a new On-Call Planning consultant. He would like to give applicants one month to complete Statements of Qualifications and will consider putting together a selection committee if multiple responses are received. He sought Board concurrence to publish the RFQ. Board was unanimously supportive.

3. Request for Proposals (RFP) for New Parking Lot Equipment – Discussion

Airport Director Pomeroy reported that the current parking lot equipment is from 2017 and requires extensive maintenance for continued operation. Staff would like to issue a request for proposals for new parking lot equipment. Parking lot consultant, Chris Johnson, will assist in developing and issuing the RFP. New technology may be able to provide efficiency, better auditing, and better financial tracking. Airport Director Pomeroy sought Board concurrence to initiate the RFP process.

Vice Chair Davis asked how much the current parking lot equipment cost when it was purchased in 2017. Airport Director Pomeroy stated that he believes it was in the \$200,000 range.

Board Member Bathum clarified that this impacts the parking lot gates and Airport Director Pomeroy specified that it impacts the gates into and out of the parking lot and ticket machines.

Board unanimously supported moving forward.

Board Member Bathum commented that there are a lot of projects and was reassured by Board member Greenberg and Vice Chair Davis that we have the resources to complete all of the ongoing projects.

4. Pilot Lounge – Discussion

Airport Director Pomeroy reported on efforts to develop a General Aviation Pilot Lounge for use by existing airport hangar tenants to replace the port-a-potty that is currently available to tenants. General planning stages have been completed, including siting and building type. Ardurra is developing a scope of work and cost estimate for the facility. An Independent Fee Estimate will be prepared and compared to the Ardurra estimate. Airport Director Pomeroy asked the Board for concurrence to move forward with the next phase. Board member Greenberg commented that this is long overdue.

Airport Director Pomeroy stated that this is eligible for FAA funds and that the FAA is supportive of the project. He stated that the airport is in a good financial position to move forward with this project now.

Vice Chair Davis asked if the project includes showers and restrooms. Airport Director Pomeroy stated that it will include restrooms, showers, and a place to rest, but be a fairly basic facility.

Board unanimously supported moving forward.

5. Airport Planning Study – Discussion

Chair Burke stated that the airport is constricted, and that the airport is operating with Modifications of Standards with the permission of the FAA. Modifications of standards are common across the country and not a safety concern. The airport has told the FAA that expansion of the airport is not practical. This lead to the compromise of the Dual Path forward to consider a relocation site if the airport was not able to meet the standards with Modifications of Standards. In 2008, the airport completed a site selection

process and feasibility study for a new airport location but the FAA decided that it was out of their funding capacity. The Dual Path is continuing to this day.

Last April, the FAA asked FMA to meet all design standards at this existing airport site without modifications of standards. It is not physically or financially possible to meet standards at the existing site. The Board and Staff have been in negotiations with the FAA that resulted in a compromise. The Board has agreed to complete a new Airport Planning Study to determine if the current site can be improved and reduce modifications of standards. The new study will update the previous 2008 site study. It will examine options for improving the existing airport, including currently underway projects such as the new FBO, new ATCT, and terminal renovation. It will also update prior alternative site studies.

A draft scope of work will be completed by Staff and presented to the Board at a future meeting.

Airport Director Pomeroy stated that a scope of work has been under development for the past few months with our team of consultants in cooperation with the FAA. He expects a preliminary draft will be available in the next month or two.

Jim Laski and Peter Kirsch, special legal counsel, concur that Chair Burke and Airport Director Pomeroy presented an accurate account of what has occurred and the current status.

#### 6. ATCT Replacement Project – Discussion

Airport Director Pomeroy summarized the process undertaken in the Air Traffic Control Tower replacement project to this point, including a virtual siting study in April 2024. The FAA Airports District Office requested a reanalysis of the chosen location for the replacement tower. Two weeks ago, another analysis of a site was conducted which resulted in a tower height of 145' and an estimated cost of \$30 million dollars. The FAA indicated that this is their preferred option, but Airport Director Pomeroy recommended that the Board go ahead with an environmental assessment pending determination of ATCT site.

The siting team requested concurrence on analysis of the new site and Airport Director Pomeroy would like to provide a conditional acceptance that it will be included in the environmental assessment.

Board Member Stone asked where documentation for the sites can be found. Airport Director Pomeroy stated that documentation is available for all of the sites but documentation has not been finalized with the FAA's request for reanalysis and preference for new site.

#### 7. Appointment of FMAA Board Officers – Discussion

Jim Laski stated that the Board is required to have four appointed board officers, consisting of a Chair, Vice Chair, Secretary, and Treasurer, elected for two-year terms that are voted on in March of odd years. Board appointments will need to be voted on at the March FMAA Board Meeting.

Vice Chair Davis asked if they could vote to keep their current elections.

Airport Director Pomeroy summarized the current situation with the current presidential administration withholding federal funding. He stated that grant entitlements and funds under contract are safe but is concerned about the 2022 Bipartisan Infrastructure Law Funds which need to be spent this year. There are projects lined up for these funds. The situation is rapidly changing, and Peter Kirsch and Chris will continue to monitor and update the Board. Peter Kirsch added that airports should be cautious as the news and policies being proposed may or may not be lawful.

1. None

**X. PUBLIC COMMENT**

(1:01:00)

John Strauss, resident of Blaine County, encouraged the Board to reach out to stakeholders for feedback on the GA pilot lounge project.

**XI. EXECUTIVE SESSION I.C. §74-206 (1),(b) Evaluation of employee matters**

(1:02:00)

A motion to enter executive session.

**MOTION: Made by Vice Chair Davis to go into Executive Session. Seconded by Board Member Stone.  
PASSED UNANIMOUSLY**

**XII. ACTION ITEMS – Continued**

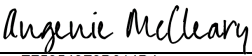
A motion to name Tim Burke as interim airport director

**Motion: Made by Board Member Greenberg to direct staff and council to enter negotiations with Tim Burke as interim director. Seconded by Vice Chair Davis.**

**PASSED UNANIMOUSLY**

**XIII. ADJOURNMENT**

The February 4, 2025, Regular Meeting of the Friedman Memorial Airport Authority was adjourned at 7:09 p.m.

Signed by:  
  
E759543F3D014D4  
Angenie McCleary, 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.