

Driggs Reed Memorial Airport Board

April 16, 2014 5:00pm

Driggs City Hall

Members Present: Lou Christensen (Presiding), Tom Hunter, Jim Jackson, and Delwyn Jensen.

APPROVAL OF MINUTES

The minutes from February 19, 2014 were reviewed.

Jim Jackson made a motion to approve the minutes from February 19, 2014. Tom Hunter seconded the motion. The motion passed with all in favor.

TREASURER'S REPORT

Lou Christensen stated the Board must ratify the payments made in March to Fall River Electric, Jim Jackson and Jviation.

Delwyn Jensen made a motion to ratify payments made in March. Tom Hunter seconded the motion. The motion passed with all in favor.

Mr. Christensen reviewed the report, account balances and payables.

Delwyn Jensen made a motion to approve the payables. Tom Hunter seconded the motion. The motion passed with all in favor.

OLD BUSINESS

Land Acquisition Services Update

Lillian Bowen reported on the project. She stated the appraisals were complete and being reviewed by the Reviewer. Ms. Bowen received bids for the environmental study and the cultural resource survey. She stated Northwind could complete both and suggested using that company. If all 25 parcels are included, the cost would be reduced and the Board would save \$3,000. This was as opposed to just doing the 8 parcels and proceeding on the others in the future. She concluded by stating the FAA had approved the work and added it to the contract.

Delwyn Jensen made a motion to approve the expenditures for the cultural resource survey and Phase 1 expenses. Tom Hunter seconded the motion. The motion passed with all in favor.

Airport Name Change Update

Jim Jackson stated when and if the Board decides to move forward with a name change, a Resolution approved by the City Council or letter from the Mayor would need to be obtained. He further stated it did not appear to be as expensive to change as previously thought. He would continue with his research.

NEW BUSINESS

Gate Key Issues and Solutions

Mr. Christensen stated City Staff was getting a lot of requests for gate keys from people who do not own hangars but are involved with the owners (realtors, property managers, etc.). Mr. Jensen stated keys should not be issued to those who are not leasees. Travis Allen, FBO representative, stated he received a lot of calls requesting access as well and felt the owners should be responsible for access.

The Board agreed that owners should be responsible to make sure that anyone doing business at the hangar be met by the owner in order to gain access.

Jim Jackson made a motion to continue the discussion regarding key solutions at the next scheduled meeting. Tom Hunter seconded the motion. The motion passed with all in favor.

Review of Regulations

Jim Jackson was concerned with the listing hours of operations. Mr. Christensen stated the times had been changed and updated. Mr. Jackson further stated he wanted to ensure it was required to have an aircraft in order to lease a hangar. Mr. Christensen stated this was mentioned in the lease.

Mr. Jackson suggested the Board review the regulations and make any necessary changes. He further suggested including the future key policy in the regulations. The Board will review a portion of the regulations in more detail for the next meeting.

Discussion of Alternate Member

Jim Jackson stated Ken Koster has offered to be an alternate member as well if necessary. Delwyn Jensen stated this change must be included in the Bylaws. Discussion began of how many Board Members should be required.

EXECUTIVE SESSION

Delwyn Jensen made a motion to go into executive session at 5:53 pm pursuant to Idaho Code 67-2345(c). Jim Jackson seconded the motion. A roll-call vote was taken: Delwyn Jensen, aye; Jim Jackson, aye; Tom Hunter, aye. The motion carried unanimously.

The Board came out of Executive Session at 6:17pm

MOTION TO ADJOURN

Delwyn Jensen made a motion to adjourn the meeting. Jim Jackson seconded the motion and the meeting was adjourned at 6:18pm.