

# Driggs Reed Memorial Airport Board

May 18, 2011

5:00pm

Driggs City Hall

**Members Present:** Tom Hunter (Presiding), Lou Christensen, Yuki Kobayashi and Delwyn Jensen.

**Others Present:** Kreslyn Schuehler, John Trudelle, Lillian Bowen, Jim Jackson, Rachel Tiede, Ken Koster, Mark Cassen, Charles Jones.

## **APPROVAL OF MINUTES**

The minutes from April 20, 2011 were reviewed.

**Lou Christensen made a motion to approve the minutes from April 20, 2011. Yuki Kobayashi seconded the motion. The motion passed with all in favor.**

## **TREASURER'S REPORT**

Yuki Kobayashi reviewed the Treasurer's Report.

**Lou Christensen made a motion to pay the accounts payable as mentioned. Yuki Kobayashi seconded the motion. The motion passed with all in favor.**

## **OLD BUSINESS**

### **Master Plan Update – Lillian Bowen**

Lillian Bowen reported on the new lease agreement sent from the Federal Aviation Administration to have navigational and communication aids on airport property. She stated the current ALP (Airport Layout Plan) would have to accompany the lease and be sent back to the FAA.

**Yuki Kobayashi made a motion to direct Mayor Dan Powers to sign the agreement. Lou Christensen seconded the motion. The motion passed with all in favor.**

Ms. Bowen stated the Steering Committee had a meeting on May 17, 2011. The Committee began discussions of a possible name change for the airport. It was felt that changing the name would aid in marketing the airport and it appeared, according to Ms. Bowen, that there was interest in doing so.

July 12, 2011 would be the first Public Meeting/Open House to present information to the public regarding the master plan. It will be held at Teton Aviation so that people can see the airport.

Ms. Bowen stated the wind rose was accurate so the FAA would not approve of a second runway. The orientation of the runway was covered by 97%.

The first set of forecasting was received from the FAA. Currently there were 97 planes based at the airport with a potential to have 155 aircraft in 20 years. The current base of 5,900 operations a year was predicted to increase to 8,000 operations by 2021.

The Access Plan for the airport needed to be submitted. This would include showing all accesses, all owners and Through the Fence owners, CC and R's for each subdivision and other information. This would not affect the grant for the Master Plan but if it were not completed, all future grants would not be accepted. The current Through the Fence Policy was temporary and the access plans submitted may or may not determine the future policy, Ms. Bowen stated.

**Lou Christensen made a motion to approve the Amendment #2 for the Master Plan. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

Ms. Bowen concluded her report by stating the IAMA Conference was being held in McCall, May 23 and 24, 2011 and invited the Board to attend.

#### **NEW BUSINESS**

##### **TTF Gate Requirement Rule and Standards Letter**

Kreslyn Schuehler provided the latest copy of the letter for the Board's approval. Ms. Bowen stated that this requirement was part of the Access Plan.

**Lou Christensen made a motion to approve the TTF Gate Requirement Rule and Standards Letter. Yuki Kobayashi seconded the motion. The motion passed with all in favor.**

Ms. Schuehler reported on those leases and agreements that had received a request to be renewed. Those included Ken Little for 3-4, Mark Cassen for C-6, and Teton Avjet for 2-1.

**Lou Christensen made a motion to approve the renewals for all mentioned. Delwyn Jensen seconded the motion. The motion passed with all in favor.**

##### **Tank Lease**

Yuki explained to the Board that a letter was received regarding the underground tanks and the insurance coverage. He had been working with Gordon Hill, the underwriter, and Teton Aviation to determine the next process. Mr. Hill requested a copy of the agreement between the Airport Board and Teton Aviation for the tanks. Mr. Hill requested that Teton Aviation, the operator of the tanks, be the one insured. Mr. Kobayashi explained to the Board that Mr. Zollinger, the City Attorney, stated that the operator should be insured and that the tank itself was insured under the city's insurance, ICRMP.

#### **MOTION TO ADJOURN**

**Lou Christensen moved to adjourn the meeting. Delwyn Jensen seconded the motion and the meeting was adjourned at 5:54pm.**