

**Lewiston- Nez Perce County Regional Airport Authority**  
**Regular Meeting Minutes**

Airport Authority Conference Room—406 Burrell Ave  
Lewiston, ID 83501

**Wednesday, April 18, 2018 – 5:00 pm**

**I. CALL TO ORDER**

Chairman McCann called the meeting to order at 5:00 p.m. Board members present included Commissioners Bill McCann, Jr., Verl Long and Jim Bennett.

**II. CITIZEN COMMENTS**

Doug Black suggested space be allocated in the terminal building for regional displays. Council Liaison Ged Randall reminded Commissioners of the Joint City/County meeting scheduled for April 23, 2018 at City Hall.

**III. MINUTES**

- *Regular Session Minutes, February 21, 2018*

Commissioner Verl Long moved to approve the minutes of February 21, 2018. The motions was seconded by Commissioner Bennett and passed unanimously.

- *Special Session Minutes, March 30, 2018*

Commissioner Verl Long moved to approve the minutes of March 30, 2018. The motions was seconded by Commissioner Bennett and passed unanimously.

**IV. FINANCE**

**A. APPROVING VENDOR PAYMENTS**

Airport Manager Morgan summarized the accounts payable, noting those that were unusual in amount or nature. Capital accounts payable included those associated with construction on the airport operations building (AOB) and the taxiway lighting project. Commissioner Long moved to approve the accounts payable. Commission Bennett seconded the motion, and it passed unanimously.

**B. FINANCIAL REPORT REVIEW**

Ms. Morgan then presented the financial report and the accounts receivable, summarizing each portion including the profit/loss statement and balance sheets. Commissioner Long moved to approve the Financial Report. Commissioner Bennett seconded the motion, and it passed unanimously.

**V. OLD BUSINESS**

**A. RESOLUTION 2018-14, GUSTIN AVIATION**

Chairman McCann explained the resolution's background in that the lease amendment approved by the board at the last meeting was correct but the resolution approving the amendment incorrectly referred to the wrong lease. The resolution on the table confirms changes made to correct scrivener's errors to Resolution 2018-11.

Commissioner Bennett moved to approve Resolution 2018-14. Commissioner Long seconded the motion, and it passed unanimously.

**VI. RECURRING BUSINESS**

**A. AIRPORT MANAGER'S REPORT**

Airport Manager Morgan pointed out the monthly report in the Commissioners' package, then pointed out several points, including the status of the Airport Operations Building. The taxiway lighting project grant application will likely be on the May Board meeting agenda. This project includes taxiway lighting system design, some lighting installation, regulator installation, a new lighting vault, and relocation and replacement of the windsock. She also updated the Board on recent maintenance activities, including the elevator, painting, security equipment enhancements, and operations training.

**B. COMMISSIONER COMMENTS**

Commissioner Bennett expressed concern over the impact the situation with the Board's makeup would have on the budget cycle.

**VII. ADJOURNMENT**

Chairman McCann adjourned the meeting at 5:32 pm.



Robin L. Turner  
Recording Secretary