

Lewiston-Nez Perce County Regional Airport Authority
Board of Commissioners Meeting
Minutes of January 4, 2012

The Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners met in Regular Session on Wednesday, January 4, 2012 in the Airport Conference Room, 406 Burrell Avenue, Lewiston, Idaho.

I. CALL TO ORDER AND ROLL CALL

Chairman McCann called the meeting to order at 5:00 p.m. Commissioners present: William Vern McCann, Jr., Pat Nuxoll, Mike Martin, Verl Long and Chris Hayes.

II. CITIZEN AND COMMISSIONER COMMENTS

Chairman McCann welcomed the audience, then asked if there were any comments from those present.

Mr. Leroy Chausse announced that the Commemorative Air Force wants to bring their B-17 back to Lewiston on or about August 9, 2012. Stout Flying Service will be their sponsor and the Friends of the Airport have offered to serve as the lead agency for an air fair if the Authority would sanction it. Mr. Chausse also explained there would be no aerobatics with this air fair and that it would be intended to draw in participation from more airport organizations. Chairman McCann asked Mr. Chausse and the Friends to work with Commissioner Martin and Airport Manager Turner.

Mr. Doug Black announced that the Friends are working on a new display in partnership with the Hell's Canyon Visitor's Bureau.

Ms. Deann Scrabeck announced she had toured the EAA complex in Oshkosh, Wisconsin and it was an exceptional experience.

III. APPROVAL OF MINUTES

Chairman McCann asked if there were any additions or corrections to the Regular Meeting minutes of December 14, 2011. Commissioner Martin moved to approve the minutes as distributed. Commissioner Long seconded the motion and it passed unanimously.

IV. FINANCE

A. APPROVING VENDOR PAYMENTS

Airport Manager Turner reviewed the accounts payable roster. Commissioner Long moved to approve the vendor payments. Commissioner Martin seconded the motion and it passed unanimously.

B. REVIEW OF FINANCIAL REPORTS

Commissioner Nuxoll distributed the financial reports, including a balance sheet, profit/loss statement, cash flow and PFC reconciliation. He pointed out that the PFC revenue is accumulating again. He also pointed out the change in the CanAm account and suggested writing off the Eddie Edwards account. Commissioner Hayes moved to approve the financial report. Commissioner Long seconded the motion and it passed unanimously.

Commissioner Nuxoll has reviewed the draft audit report and hopes the auditor will be able to present it at the next board meeting.

V. PRESENTATIONS, COMMUNICATIONS, AND CORRESPONDENCE

- LINDA STEPUTAT, FIRE MARSHAL, AND JOHN SMITH, BUILDING OFFICIAL

John Smith, City of Lewiston Building Official and Linda Steputat, Lewiston Fire Marshal briefed the board on the building code as it relates to hangar construction, orientation, and development. The code is a state code and requires either distance between buildings or fire proofing. Many of the requirements are a function of occupancy and the type and materials of construction. A policy decision to require certain types of fire walls would maximize land use. A general discussion took place concerning various techniques to comply with the code, including, but not limited to use of drywall, spray materials, concrete block walls, and barriers between buildings.

V. OLD BUSINESS

A. DEVELOPMENT POLICY

Chairman McCann asked Mr. Turner for his report. Mr. Turner stated that the draft before the board incorporates the feedback from the Community Development and Fire Departments. A brief discussion followed concerning lot and building size. Chairman McCann asked if there were other questions. There were none so he suggested Mr. Turner place this item on the next Board agenda.

B. SOUTHSIDE DEVELOPMENT PLAN

Chairman McCann asked Mr. Turner for his report. Mr. Turner reported he'd expressed in writing the Board's concerns and expectations to Recondo. They will begin refining their scope and pricing. As soon as he has a revised document, he will bring it back to the Board.

C. GENERAL RULES AND REGULATIONS

The Chairman asked for the staff report. Mr. Turner reported the draft before the Board has been refined from the first version and the changes have been noted in the draft. He asked if there were any questions. There were none, so Chairman McCann asked Mr. Turner to place the item on the next Board agenda.

VII. NEW BUSINESS

A. RON LAMB, D/B/A/ KAFE AMERICA

Chairman McCann introduced the agenda item by summarizing the proposals Mr. Lamb has submitted to date. This proposal differs from the Board's offer to lease some floor space at fair market value. A brief discussion centered on the appearance of the code-required barrier that would separate from the general public area the leasehold where alcohol is served. Mr. Lamb described the barrier as being constructed of white lattice and four-by-four posts. His old lease rate was \$65 per month; his current lease rate is \$180 per month. Chairman McCann stated that his main concern was that Mr. Lamb's proposal was for an amount below market value which would send the message the Authority is willing to subsidize businesses. Mr. Lamb explained that he planned to spend approximately \$6,000 to \$8,000 to open the business but he does not have a sales projection and he does not plan to increase his hours of operation beyond the current five hours per day. Commissioner Martin expressed concern over consistency and believes the Authority needs to expect fair market value for services and facilities provided. Commissioner Long moved to accept Mr. Lamb's proposal. The motion died for lack of a second. Commissioner Hayes moved to not accept the proposal. This motion also died for lack of a second. Commissioner Nuxoll moved to set up a new lease for 266 square feet outside the original leasehold on a five-year term at \$6.00 per square foot per year with no exclusive rights on the condition that Mr. Lamb pay to relocate the pay phones. Commissioner Long seconded the motion. A brief discussion followed concerning the details of the lease, after which the Chairman called for a vote. The motion failed; voting in favor were Commissioners Nuxoll and Long. Voting against the motion were Commissioners Martin and Hayes and Chairman McCann.

B. RESOLUTION 2012-1 APPROVING A LEASE BETWEEN THE LEWISTON-NEZ PERCE COUNTY REGIONAL AIRPORT AUTHORITY, AND RICHARD AND LISA KEANE, AUTHORIZING AND DIRECTING THE CHAIRMAN AND SECRETARY TO EXECUTE AND ATTEST RESPECTIVELY SAID LEASE; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Long moved to adopt Resolution 2011-1. Commissioner Martin seconded the motion and it passed unanimously.

VIII. RECURRING BUSINESS

A. AIRPORT MANAGER'S REPORT

Mr. Turner reviewed his board report including, but not limited to the south side project and the status of the consultant's lead report. He summarized the repair actions involving the utility cuts associated with the city's water line contract. He also briefed on the security server repair and replacement efforts, the upcoming FAA inspection, and operations and maintenance highlights.

B. COMMISSIONER COMMENTS

Chairman McCann briefed the board on Life Flight's decision to relocate from the Keane Hangar. Commissioner Nuxoll summarized the situation with respect to the Passenger Facility Charge (PFC) Memorandum of Understanding. Commissioner Martin stated that he and Commissioner Hayes met with a Leading Edge Aviation representative. They may be able to agree on a temporary location near the Hillcrest Aircraft Company. He also believes they may consider a new lease if the leasehold size and terms are favorable. Commissioner Long briefed on a meeting he had with a representative of Lohman Helicopters.

IX. EXECUTIVE SESSION

The Board went into executive session per Idaho Code Section 67-2345(1)(b) at approximately 6:55 pm.

The Board returned to regular session at approximately 7:20 pm.

IX. ADJOURNMENT

After reminding Commissioners of the next meeting scheduled for 5:00 pm on January 25th, Chairman McCann adjourned the meeting at 7:30 p.m.

Robin L. Turner, AAE
Airport Manager/Recording Secretary