

Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners Regular Meeting Minutes

The Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners met in Regular Session on June 19, 2014 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 5:02 p.m. Commissioners present included Bill McCann, Jr., Pat Nuxoll, Verl Long, and Chris Hayes. Mike Martin was not in attendance.

II. CITIZEN COMMENTS

Chairman McCann welcomed Commissioners and those in the audience, asking if there were any comments from the audience about items on or off the agenda.

Chairman McCann requested information from County Commissioner Bob Tippett. Chairman Tippett had no input at this time.

Doug Black provided update regarding Tribune story and Air Festival.

III. MINUTES

- *Regular Meeting Minutes of May 21, 2014.*

Commissioner Nuxoll moved to approve the regular meeting minutes of May 21, 2014. Commissioner Hayes seconded the motion, and it passed unanimously.

- *Special Meeting Minutes of June 2, 2014.*

Commissioner Nuxoll moved to approve the special meeting minutes of May 21, 2014. Commissioner Hayes seconded the motion, and it passed unanimously.

IV. FINANCE

A. Accounts Payable

Airport Manager MacLachlan summarized the accounts payable by noting vendor names and associated expenses that were unusual or extraordinary. Commissioner Hayes moved to approve the accounts payable. Commissioner Long seconded the motion and it passed unanimously.

Chairman McCann presented to the Board for approval of Airport Manager to have two weeks off to complete the move of his family to Lewiston.

B. Financial Reports

Commissioner Nuxoll distributed the operations and capital financial reports, summarizing those areas which were higher than expected as well as those that were lower. Very little variance from projections regarding expenses. Commissioner Hayes

moved to accept the financial report. Commissioner Nuxoll seconded the motion and it passed unanimously.

Commissioner Nuxoll presented information on the budget presentation to the joint City County budget meeting on June 16, 2014. Commissioner Tippet questioned the additional money requested for the HVAC system repairs. Commissioner Nuxoll explained that the request was only for the shortfall on the project (approx.. \$4000) and not the entire \$40,000.

V. OLD BUSINESS

A. LOHMAN HELICOPTERS, INC

This is the approval of Board resolution 2014-7. Commissioner Nuxoll moved to approve the expansion of the Lease for Mr. Lohman. Commissioner Long seconded the motion. This change adds pavement to the leasehold extending out to the edge of the taxilane. The motion passed unanimously with Commissioners Hayes and McCann abstaining.

B. SOUTHSIDE DEVELOPMENT

This vote is for the actual selection of layout and location of the initial stages of the south side development area. This layout is for two half-taxilanes and associated utilities located along the east end of the ramp. Commissioner Nuxoll moved to approve the layout and Commissioner Long seconded the motion. This change adds pavement to the leasehold extending out to the edge of the taxilane. The motion passed unanimously.

C. SOUTHSIDE DEVELOPMENT

This vote is for approval for Armstrong and Associates to begin design of the taxilanes and associated utilities (Phase I). This layout is for two half-taxilanes and associated utilities located along the east end of the ramp. Commissioner Nuxoll moved to approve Armstrong to begin design of Phase I in the amount of \$37,000 and Commissioner Long seconded the motion. This change adds pavement to the leasehold extending out to the edge of the taxilane. The motion passed unanimously.

D. INSURANCE COVERAGE ISSUE

Question was posed to Commissioner Tippet regarding County insurance rates and was advised that the county's rates were anticipated to increase by 10% this coming year.

VI. RECURRING BUSINESS

A. AIRPORT MANAGER'S REPORT

Chairman McCann asked the Airport Manager for his report. Mr. MacLachlan advised that the joint City/County budget meeting was held last Monday; we have a new employee (Dustin Dykes) who is working out very well by all accounts; we have the contract and grant in hand and are proceeding with the preparations for the RWY 8-26 resurfacing and blast pad project with the pre-construction meeting to be held 26 July @ 1330; RWY 8-26 will be closed from 14 - 28 July with Horizon continuing operations with reduced capacity and Delta ceasing operations during these dates. Project completion is scheduled by the end of September.

B. COMMISSIONER COMMENTS

Commissioner Nuxoll presented discussion regarding Capitol projects to follow up on City/County Budget Meeting and financial report. Commissioner Tippet asked about what we would do if we bought a new fire truck before we completed the new ARFF Station and was advised that we have a plan to place the new truck in the maintenance shop until ARFF Station is complete if that should be necessary.

Chairman McCann suggested the Board a modification to schedule for the July Board Meeting to accommodate Board Members schedules. The meeting is now scheduled for Tuesday, July 22, 2014 at 5:00 p.m.

VII. ADJOURNMENT

There being no further business, Chairman McCann adjourned the meeting at 6:08 p.m.



Bruce MacLachlan, AAE
Airport Manager / Recording Secretary