

Lewiston-Nez Perce County Regional Airport Authority
Board of Commissioners Special Session Minutes

Airport Administration Conference Room
Third Floor, Airport Terminal Building
406 Burrell, Lewiston, ID 83501

Tuesday, 24 May 2016 - 5:00 pm

I. CALL TO ORDER

Chairman McCann called the meeting to order at 5:00 pm. Commissioners present included William V. McCann, Jr., Pat Nuxoll, Jim Finley, and Emmett McCormick. Commissioner McCormick was participating by phone. Due to a miscommunication on time, Commissioner Verl Long was not available to participate until 5:25 PM.

II. CITIZEN COMMENTS

There were no citizen comments.

III. NEW BUSINESS

A. JOINT USE ARFF STATION PRE-SCHEMATIC DESIGN PAYMENT

Airport Manager Chris Hayes gave an overview of work completed on pre-schematic design on the previously proposed joint use airport/city fire fighting station. The pre-schematic design also included work to complete an environmental category exclusion of the site. Commissioner Nuxoll reviewed a cost breakdown with the board that was provided by Reid Middleton which showed \$147,656.00 requested for services provided. There was a discussion about work completed versus work listed on the original scope. Commissioner Nuxoll made a motion to pay Reid Middleton \$147,656.00 minus the sum already paid through progress payments. Commissioner Finley seconded the motion and it passed unanimously. Commissioner Long was not present for this vote. A discussion started about billing the City of Lewiston for part of the payment approved. It was the consensus of the board the City was participating in the project for this phase of work and should share in the cost. Chairman McCann reminded the group that the FAA was only willing to participate in 45% of the proposed project cost, thus leaving 55% for the City to pay for. Commissioner Nuxoll made the motion to enter into discussions with the city to pay 55% of the pre-schematic cost. The motion was seconded by commissioner Finley and it passed unanimously. Commissioner Long was not present for this vote.

B. AIRPORT ENGINEERING CONSULTANT REVIEW

Note: Commissioner Long arrived for the meeting and participated in the special session from this point on. Airport Manager Hayes provided an overview of the relationship with Reid Middleton by summarizing a memo Hayes wrote to the board and presented at the meeting. Part of the memo provided FAA guidance when hiring a consultant and Hayes felt it was prudent to use the same guidance when evaluating a consultant. There was a discussion about frustrations with Reid Middleton that seemed to center around communication with the airport and general service level provided to the airport. There was further discussion about measures taken to improve the relationship, but none seemed to produce the results the group hoped for. A list of open projects was provided to the group that includes the North Apron Ramp, Snow Removal Equipment and Pavement Management Program. Commissioner Finley motioned to terminate Reid Middleton as the consultant of record. Reid Middleton would be retained to complete the

three open projects on file. Commissioner Nuxoll seconded the motion and it passed unanimously.

IV. ADJOURNMENT

Chairman McCann requested a meeting be set for 5:00 PM on Thursday May 26, 2016 to start the process of looking for a new consultant. The meeting was adjourned at 5:37 PM.



Chris Hayes
Airport Manager/Recording Secretary