



*'The Heart of Teton Valley'*  
Inc. 1910

# City of Driggs

## Driggs Reed Memorial Airport

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### AIRPORT BOARD MEETING

January 8, 2019

5PM

City Center

Conference Room

**MEMBERS PRESENT:** Chris Schuehler, Ash Alexander, Tim Riley, Jim Jackson and Don Mosely

The meeting was called to order at 5:02 pm and a quorum was established.

#### **CONSENT AGENDA:**

Approval of Minutes from December 11, 2018

Treasurer's Report

Jim questioned the tax expenditure which was over budget by approximately \$2500.00. Lori will research the expense and report at the next meeting. Jim questioned the progress of the box plow repairs. The plow is at the welders in Tetonia. Dave Franklin of Teton Aviation is working with the welder to make sure the repair is done properly

**Jim Jackson made a motion to approve the Consent Agenda and Tim Mosely seconded. The motion passed unanimously**

#### **THROUGH THE FENCE REQUEST**

Mr. Kenneth McCune is requesting TTF access to the Flying T subdivision whose road accesses the airport runway. Mr. McCune's son owns Lot 10 in the Flying Saddle Subdivision. The lot is across the street from the security gate at the entrance to the Flying T Subdivision and across Rodeo Drive. There is no precedent for a TTF agreement that is across a public drive from airport access. Many of the properties in the Flying T are owned by the City. Jeffery stated that the City has purchased these lots as some of them were in the OFA and also for future airport development.

Jeffery stated that there is a court order that stipulates that the lots in the Flying Saddle subdivision have access to the Flying T. Jeffery will do more research on this.

**Jim Jackson made a motion to table a decision until we had more information on the court order. Ash Alexander seconded the motion and it passed unanimously.**

#### **SURPLUS AIRPORT LOADER**

Jay Mazalewski introduced himself as the Director of Public Works for the City and the City Engineer. Jay is requesting shared use of the Loader which was funded by an FAA grant. They would only use the loader after a winter storm to move and store snow. Public Works does not need the loader full time and cannot justify purchasing equipment that would be used infrequently.

Public Works has a significant amount of equipment that they are willing to share with the Airport if needed.

Equipment purchased with FAA AIP funds are supposed to be used only on airport property. Jeffery suggested that the equipment could be surplused if it is older than 10 years or past its useful life. There is a caveat that even though it has surpassed its useful life, it still may be of service.

Jay suggested that he would be able to give several weeks' notice prior to the need to access the equipment. They would be willing to write up a Memorandum of Understanding to clarify how the use would be documented by keeping track of the hours and maintaining the equipment after its use.

Peter Kline from Teton Aviation stated that their equipment was in full use during a winter storm. However, pending a decision from the FAA, he would be open to discussion.

**Ash Alexander made a motion to ask Jeffery to pursue the option to share the equipment, with the FAA. Jim Jackson seconded the motion and it passed unanimously.**

### **Perimeter Fencing (Airport Gate Security) – Jeffery Hogan**

We received comments from the FAA regarding the Scope of Work for this project. There will be a design kick-off meeting with Lori and Steve on Thursday after which we will move forward. Jeffery's first estimate for the gate software came in a little high. Jeffery will continue to research this with regards to bringing down the cost. The project encompasses the airport security gates as well as the perimeter fencing in front of Mustang Ranch. Jeffery has been working with Security 101 to find some options for gate security. There are three City owned gates and one gate owned by Teton Aviation. Peter Kline is agreeable to including the TA gate with this project. We hope to have some options at the next Board meeting.

### **Through The Fence (TTF) Maintenance Fees – Tim Riley, Don Mosely (Maintenance Fee Sub-Committee)**

Historically, the maintenance fees have been assigned to address snow removal expenses, particularly in the Driggs Fly In Parkway. However, the majority of the expense for snow removal takes place on the taxiways and runway of the airport. The Committee determined that the TTF users should be assessed the additional fees as they benefit from the maintenance and snow removal as much as the Ground Lease Holders. It is mentioned in the TTF agreement that the fees assessed to the TTF users should be commensurate to the fees assessed the GL users. The message that the Committee would like to impart to all users is that everyone should be charged equally for plowing and general maintenance. And there should be transparency as to how the fees are assessed for all users.

Revising the fees will be a process that may involve public hearings and will require input from the City Attorney.

The Committee felt that all empty lots should also be assessed a maintenance fee as their property values are directly affected by the quality of the airport's improvements. In those situations where Teton Aviation plows some subdivisions but not others, there may be a need to assess an additional fee. Jeffery suggested that the expenses incurred on FAA funded airport property could serve as the demarcation line for assessing fees. There was discussion as to how to assess all property owners without hangars or non-aviation use hangars, a TTF fee and be able to enforce it.

**Executive Session: Ash Alexander made a motion to go into Executive Session pursuant to Idaho Code 74-206 regarding Land Acquisition, Don seconded the motion. Chris Schuehler, aye, Ash Alexander, aye, Don Mosely, aye, Jim Jackson, aye, Tim Riley aye. The Board went into Executive Session at 6:32pm.**

**The Board came out of Executive Session at 6:48.**

**Chris Schuehler made a motion to approve the continuation of negotiations for purchase of the parcels discussed in executive session. Don Mosely seconded the motion. The motion was approved unanimously**

**Motion to Adjourn**

**Ash Alexander made a motion to adjourn and Don Mosely seconded the motion. The motion was approved unanimously.**

The meeting was adjourned at 6:50pm

Respectfully submitted,

Lori Kyle  
Administrative Coordinator  
Driggs Reed Memorial Airport