

Lemhi County Airport

LEMHI COUNTY AIRPORT BOARD MINUTES

June 4th, 2012

The meeting was called to order by Fred McDonald at 18:05. Board members in attendance: Fred McDonald, chairman, Richard Natelson, Cecil Jackson, and Tony Latham, Bill Loudy, and Bob Deurloo. Also in attendance were Lenny Skunberg, Steve and Nathan Dahle, Jim and Adele Crawford, Wayne Hamblin, and

_____.

The old minutes from the May meeting were reviewed. Rich made a motion to approve the old minutes. This was seconded by Cecil. The motion carried unanimously.

OLD BUSINESS:

Pilots' Lounge: The Board once again reviewed the blue prints for the lounge. Bob made the suggestion that another window should be placed on the south side of the building to allow for more light. The Board agreed. This was added to the blueprint. The Board decided to place an advertisement in the paper for contractors who would be interested in bidding on the project. The proposed bids should be itemized. The bids will be discussed at next month's meeting. Fred suggested that the project should have a completion deadline of September 30, 2012. The rest of the Board agreed.

Pilot's Handbook: Tony recommended that discussion of possible changes to the handbook be done after the 60 day public comment period. The rest of the Board agreed.

Runway Extension: The F.A.A. has approved the project. They require that a second independent estimate for the project be obtained. The F.A.A.

recommended that "The Right Approach, LLC" be used. The Board agreed with their recommendation.

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The plan is to have the project bid next winter, and to begin in the spring of 2013.

Webcams: Steve and Nathan Dahl from "Computer Zen" were present at the meeting. They discussed the different cameras available. A quote of \$ 1990 was given. The quote consisted of 2 stationary 8 megapixel cameras, the conduit, 2 ethernet cables, and the installation. The system would be warranted for one year. The cameras could be accessed from a computer, either directly or through an Airport website. An airport website would be more pilot-friendly.

Bob made a motion to the Board to accept the bid and proceed with purchase and installation. It was seconded by Tony. The motion carried unanimously. Lenny stated that he will provide any help to them if needed.

Tony further recommended that the Board pursue bids on building a website for the Airport.

NEW BUSINESS:

Fuel Report:

There are 4464 gallons of Avgas at Pump # 1. There are 6405 gallons of Avgas at Pump # 2, and 3458 gallons of Jet A.

Lenny stated that the State Insurance Fund inspected the fuel tanks and that they were satisfied.

Jim and Adele Crawford were present at the Board meeting. They came to introduce themselves. They are the new owners of the former QB hangar. They own Timberline Air Service, Inc. of Oregon.

Fred stated that he would get them a copy of the Airport lease agreement.

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Airport Financial Issues:

Wayne Hamblin from Rocky Mountain Professional Services was present to discuss the Board's financial issues.

He stated that the Airport's fixed assets were not listed on the financial reports but probably should be. Tony stated that there is no asset list for the Airport.

Wayne stated that if the fixed assets have a "useful life" of greater than 12 months, they should be capitalized. The four categories of assets are personal property, land, buildings, and infrastructure. On newer assets, their value will be easier to obtain. However, with older assets, estimates will have to be made.

Wayne also stated that we are required to be audited. If the Airport is considered a "component unit" of the county, then the Airport can be included in the county audit. If, on the other hand, the Airport is considered a separate entity, a separate audit would be necessary.

Grant money received: Financial information on grants did not show up on accounting summaries because when grant money was received, a separate bank account was set up and checks were written from that account. In the end, the account would have a zero balance.

Wayne stated that the next county audit is in September. He recommended that the Board speak with the County to see if the Airport could be included in that audit.

An "A-133" audit would look at grant requirements to ensure that the Airport is within compliance. To Wayne's knowledge, an A-133 audit has never been done.

He stated that an A-133 audit is required if federal grant monies exceed \$ 500,000 in any one year.

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There was some concern by the public, that the Airport was selling aviation fuel at a loss. This was/is not the case stated Wayne. In the past, the fuel inventory was not placed on the balance sheet. Fuel remaining in the Airport tanks at the end of the year, was not accounted for. It should be shown as an asset.

Resolution 2005-1:

Tony made a motion to have the Board adopt Lemhi County Resolution 2005-1. The motion was seconded by Cecil. The motion passed unanimously.

The meeting was adjourned at 19:59h.