

**MINUTES OF A REGULAR MEETING  
OF THE  
FRIEDMAN MEMORIAL AIRPORT AUTHORITY  
February 2, 2021  
5:30 P.M.**

**IN ATTENDANCE:** **BOARD MEMBERS:** Board Chairman – Jacob Greenberg, Vice-Chairman – Don Keirn, Treasurer – Ron Fairfax, Board Members – Angenie McCleary, Dick Fosbury, Martha Burke, Sam Linnet  
**FRIEDMAN MEMORIAL AIRPORT STAFF:** Airport Manager – Chris Pomeroy, Airport Security Coordinator – Steve Guthrie, Finance & Administration Manager – Brent Davis, Airport Operations Manager – Tim Burke, Airport Business Coordinator – Sarah Funk, Airport Administrative Coordinators – Sue Heaphy & Jenna Elliott  
**CONSULTANTS:** Studio 360 – Sarah Shepard, T-O Engineers – Nathan Cuvala, Flight Tech Engineers – Alec Seybold, Mead & Hunt – Evan Barrett & Brad Rolf  
**AIRPORT LEGAL COUNSEL:** Lawson Laski Clark, PLLC – Jim Laski

**CALL TO ORDER:** The meeting was called to order at 5:30 p.m. by Chairman Greenberg

**I. APPROVE AGENDA** The agenda was approved as presented.  
**MOTION:** *Made by Board Vice-Chairman Keirn to approve the agenda. Seconded by Board Member Fairfax.*  
**PASSED UNANIMOUSLY**

**II. PUBLIC COMMENT** No Public Comment

**III. APPROVE FMAA MEETING MINUTES**

A. January 5, 2021 Regular Meeting Minutes – **Attachment #1**

B. January 13, 2021 Special Board Meeting Minutes – **Attachment #2**

**MOTION:** *Made by Board Member Fairfax to approve the board meeting minutes of the January 5, 2021 and special board meeting minutes of January 13, 2021. Seconded by Board Member Burke.*  
**PASSED UNANIMOUSLY**

**IV. REPORTS**

A. **Chairman Report**  
Board Chairman Greenberg congratulated Airport Manager Pomeroy on his appointment to the Aeronautical Advisory Board. Airport Manager Pomeroy was nominated by his peers and appointed to the position by the governor. Chairman Greenberg thanked him for his continued contributions to the aeronautical industry.

B. **Blaine County Report**  
Blaine County Commissioner Fosbury reported Blaine County is still in a “high” risk level for Covid-19. He encourages everyone to stay safe and healthy. He reported the governor of Idaho has moved Idaho into Stage 3 status for Covid-19.

C. **City of Hailey Report**  
City of Hailey Council Member Linnet reported he is working with the City to continue intentional messaging regarding Covid-19 until we are on the other side of the vaccine process.

D. **Fly Sun Valley Alliance Report**  
No report was given.

E. **Airport Manager Report (see Power Point Presentation)**

Airport Manager Pomeroy reported passenger enplanements for January increased slightly from the previous month, but still remain down 48% from 2020. Airport Operations reported a slight increase of .7% from 2020. The new approach resulted in 38 total “saves” for January 2021.

Airport Manger Pomeroy reported the Federal Mask Order went into effect February 2, 2021. FMA has implemented mask mandates from City of Hailey and Blaine County, so while there are no significant changes in operations here at FMA, there are updated signs placed around the airport and the website has been updated.

Airport Manager Pomeroy reported on the snow event last week and wanted to provide the Board an update on airport operations and snow removal with the new approach.

Airport Operations Manager Burke reported the operations team ran a full 24hr crew for four days recording 26 inches of snow. He reported that during the four days not one flight was turned away from FMA due to snow contamination. Any cancellations or diversions were directly related to weather, visibility or low ceilings. Operations Manager Burke mentioned the new approach and demands on the operations team to keep the runway open, and stated he is very proud of the hard work, flexibility, and experience of his team.

The Board congratulated Operations Manager Burke and the operations team on their successful work. Board Chairman asked for an update on the equipment fire that occurred last week.

Operations Manager Burke reported the Oshkosh Sweepster caught fire during the snowstorm and appears to be due to brakes after the preliminary review. It was an old piece of equipment and the operations team was able to move it off the runway and put the fire out using both ARFF fire trucks. No one was injured and the loss of equipment is significant, however the operations team will remain flexible and look for revised options moving forward.

Board Member Burke asked about insurance on the Sweepster and Airport Manager Pomeroy reported a claim has been submitted. He will update the Board at the next board meeting.

Airport Manager Pomeroy reported he is working with legal counsel on the draft Joint Powers Agreement.

Airport Manager Pomeroy reported the following is “On the Horizon:”

- Board Officer Selection
- Spring 2022 Runway Project Overview
- Terminal Area Plan Project Presentation
- Environmental Assessment Project Presentation

## V. AIRPORT STAFF BRIEF

- A. Noise Complaints in January
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Attachment #2-#4)
- C. Airport Commercial Flight Interruptions (unofficial)
- D. Review Correspondence

## VI. ACTION ITEMS

- A. NEW BUSINESS
  1. None
- B. CONTINUING BUSINESS
  1. None

## VII. DISCUSSION AND UPDATES

- A. New Business
  1. None

## B. CONTINUING BUSINESS

### 1. Miscellaneous

#### i. New Instrument Approach Update – See Power Point Presentation

Airport Manager Pomeroy introduced Alec Seybold with Flight Tech Engineering. Airport Manager Pomeroy reported Seybold has been the mastermind behind the new approach and has done an outstanding job getting this new approach validated and approved by the FAA. Airport Manager Pomeroy reminded the Board the new approach went live on December 3, 2020. Mr. Seybold will provide the Board with the details on approach procedure and how FMA can roll out the new approach to the general aviation community.

Mr. Seybold reported on the new flight procedure progress pointing out to the Board that it has been received well by all air carriers and has become the preferred approach because it provides a stabilized flight track. The approach is considered a special or private approach, which is the only approach being used at SUN for airline approaches. The approach requires special equipage and training. Mr. Seybold outlined the benefits and challenges of the new Rnav-N approach.

- Benefits: lower cloud ceiling, visual acquisition, increased reliability, and fewer diversions/cancellations totaling 38 saves in January
- Challenges: increase in runway operations, runway lighting, air traffic optimization, weather forecasting

Mr. Seybold reported rolling the new approach out to the general aviation community will take time due to the unique nature of the approach. Flight Tech Engineering and FMA will work together to help onboard interested parties. He outlined the necessary steps for the general aviation community below.

- Equipment – aircraft and navigation requirements
- Training/Custom Database installation
- Regulatory approval by FAA

#### ii. Airport Minimum Standards and Rules and Regulations – Discussion – Attachment #6 & #7

Airport Manager Pomeroy reported the consultant team for project: Mead & Hunt, Ricondo, and Peter Kirsch. The critical guiding documents will be the Minimum Standards last revised in 1997 and the Rules and Regulations last revised in 1974. Airport Manager Pomeroy outlined the next steps as setting a schedule, scope of project, tenant outreach and involvement. Airport Manager Pomeroy asked the Board if they would be willing to set up a Board committee for their insight and Board participation. The following Board Members agreed to participate in the Airport Minimum Standards and Rules and Regulations Committee: Ron Fairfax, Dick Fosbury, and Martha Burke or Sam Linnet

### 2. Construction and Capital Projects

#### i. None

### 3. Airport Planning Projects

#### i. Environmental Assessment (Land Acquisition) – Update

Airport Manager Pomeroy reported continued coordination between the FAA and State Historical Preservation Office.

#### ii. Terminal Area Plan - Update

Airport Manager Pomeroy reported the plan is moving along well and the following has been completed.

- Terminal area existing conditions analysis
- Enplanement/passenger profile
- Tenant interviews
- Capacity analysis

He reported the next steps include staff review of capacity and alternatives analysis. He will provide an update to the Board at the March board meeting.

**VIII. PUBLIC COMMENT**                      No Public Comment


**IX. EXECUTIVE SESSION**                      **MOTION:**        ***Made by Board Member Burke to enter into executive session pursuant to Idaho Code §74-206 paragraph 1(c) to acquire an interest in real property which is not owned by a public agency. Seconded by Board Member Fosbury.***

**Roll Call Vote:**

<b>Board Member Linnet</b>	<b>Yes</b>
<b>Board Member Burke</b>	<b>Yes</b>
<b>Board Member Fairfax</b>	<b>Yes</b>
<b>Board Vice-Chairman Keirn</b>	<b>Yes</b>
<b>Board Member Fosbury</b>	<b>Yes</b>
<b>Board Member McCleary</b>	<b>Yes</b>
<b>Board Chairman Greenberg</b>	<b>Yes</b>

**X. ADJOURNMENT**

The February 2, 2021 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:26 p.m.

DocuSigned by:  
  
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Angenie McCleary, Secretary

\* *Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.*