

**MEETING MINUTES**  
**GRANITE COUNTY AIRPORT BOARD**  
**REGULAR MEETING**  
**WEDNESDAY, NOVEMBER 15, 2023, 7:00 P.M.**  
**REMOTE MEETING – ZOOM**

Join Zoom Meeting

<https://us02web.zoom.us/j/89668130862?pwd=MOVIQXh1RDRwdDJacTdibGNqWVBMZz09>

Meeting ID: 896 6813 0862

Passcode: 660019

One tap mobile

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1. Call to order: 19:10
2. Attendance:
  - a. Board Members:
    - Donovan Jones - Present
    - David Lee - Present
    - Michael Thompson - Absent
    - Dave Sanson - Present
    - Eric Anderson - Present
    - Gary Snyder - Absent
  - b. Public:
    - Benton Rooks - Present
    - Elena Gagliano - Present
    - Sarah Graham - Present
3. Old Business:
  - a. Michael Thompson, Field updates
    - i. Bobs Snow Removal will plow Riddick Field when greater than a few inches and send an invoice to the county.
    - ii. No services at Drummond during winter months
      1. No Hangars at Drummond Field
  - b. Michael Thompson, Courtesy Car updates
    - i. Benton Rooks will bring the Honda Pilot to the Courthouse, and deliver keys to Billie Ann Kulaski.
  - c. Riddick Field ALP updates:

- i. Meeting with FAA on 26OCT2023 to discuss status of Capital Improvement Plan:
        - 1. No timeline available on ALP (Airport Layout Plan).
        - 2. Runway project will likely only require a desktop study for Cultural and Wetland review.
        - 3. Recommended that application is submitted to Gateway for runway number change as that is a 2-3 year process.
        - 4. Last upgrade to the airport was in 1984.
        - 5. Fuel system addition would be after all other improvements are completed.
        - 6. Discussion on availability of funds from the County to fund the 10% match (approx. \$400k). State may be able to fund up to half of the match amount.
          - a. Further discussion around availability of general funds and fundraising events. More information is required on this topic to begin planning discussions.
    - d. Airport Beacon replacement
      - i. Grant application submitted for beacon replacement.
      - ii. Expect a decision in early 2024.
      - iii. County insurance company may be able to fund whatever the grant does not cover.
      - iv. Plan is to relocate the beacon to the NE corner of the airport.
      - v. New location submitted to Northwestern Energy, will submit a new service application once a decision on grant is received.
4. New Business
  - a. Visual Aid Facility Maintenance Requirements per FAA AC 150/5340-26C
  - b. Board Appointments
    - i. Welcome to new board members:
      - 1. Eric Anderson
      - 2. Gary Snyder
    - ii. Appointment of Donovan Jones as Chairperson
      - 1. Quorum of airport board members not present during this discussion, will be postponed until the next meeting.
  - c. Riddick Field inspections and snow removal
    - i. Benton Rooks to provide status updates if conditions at Riddick Field are not standard.
  - d. Courtesy Car lock box
    - i. Benton Rooks to verify lock box operation
  - e. Hangar space
    - i. Eric Anderson requested information on hangar space, specifically how existing hangar space is obtained and if additional hangar space was in the airport plan.
      - 1. Currently hangar space is limited and only available by purchase from an existing owner.

2. Additional hangar space is currently in the airport plan, however, not as high of a priority as runway replacement and other general safety improvements.
5. Open Floor for Public Comment.
  - a. Sarah Graham:
    - i. Windsocks ordered for both fields have been received.
  - b. Elena Gagliano:
    - i. Is the county obligated to proceed with the improvement projects at this time?
      1. No, the current status is that the capital improvement projects are in a development phase. The sponsor (County) would not be obligated until a grant offer is accepted.
    - ii. ZOOM link in the agenda did not work.
      1. This was an oversight by Donovan Jones. The link in the meeting invite was current and not transferred to this month's agenda. This will be corrected on future agendas.
    - iii. Meeting protocol not followed.
      1. Meeting agenda not provided far enough in advance.
        - a. The board will endeavor to provide meeting agendas 1 week prior to scheduled meetings via the County's website.
      2. Approval of previous minutes not included in agenda.
        - a. This will be included in future meetings.
    - iv. Has wildlife control been contemplated for the airport property?
      1. Yes, a wildlife fence has been identified in the capital improvement plan for Riddick Field, however, it is currently a low priority. The board has identified regular mowing of the entire airport property as a suitable mitigation effort as it will discourage grazing and allow better visibility of wildlife by pilots.
6. Schedule next regular meeting
  - a. 20DEC2023 at 19:00 via ZOOM (Third Wednesday of the month)
  - b. Agenda will be posted 1 week prior to meeting.
7. Adjournment - 19:40