



# IDAHO COUNTY - GRANGEVILLE AIRPORT ADVISORY BOARD

## ADVISORY BOARD MEMEBERS

James Artz, Chairman. – Jeff Kutsch, Vice Chairman. – Secretary, Vacant.  
Bryan Mahoney - Bob Mager - Willy Acton

2/22/2023 Airport Advisory Board Meeting Minutes (Called to Order at 3:15PM by Jeff Kutsch)

**Board Present:** Jeff Kutsch

**Members Present:** None

**Call-ins:** James Artz, Bob Mager.

**County Personal Present:** Denis Duman, Commissioner; Ted Lindsley, Commissioner; and  
Mike Cook, Airport Manager

**Guests Present:** Mike Haugen, Gerad Poxleitner

**Secretary's Minutes:**

None

### **Old Business/Unfinished Business:**

1. Secretary position is still vacant and needs to be filled ASAP. Short discussion ensued on whether position needed to be held by a board member. Apparently no requirement.
2. Pilot Lounge input and ideas. Clarification was sought from the Commissioners on what was needed at this point from the Airport Advisory Board. since the RFP for the new building was already submitted. The commissioners are asking for suggestions on amenities that should be available to visiting pilots.
3. The airports AWOS was discussed and the occasional outages. The Board suggested that a daily morning check of the AWOS be added to the airports employee's daily tasks.
4. A request was made by the Board for past advisory committee minutes for our review to help the new Board become familiar with the interaction of the Board and the Commissioners. The County Clerk advised that past records are not available or do not exist.
5. Airport Website Update. Jessie (County Webmaster?) is working on the updates. The Board has been asked to provide any and all suggestions to improve the Airport website information.

### **New Business:**

1. James Artz (although absent did send in his items via text to be included in the meeting discussion) suggested the need for a live airport webcam to show current surface conditions and weather. Board suggested Idaho Dept of Transportation and/or Board of Aeronautics be approached to provide necessary equipment. Mike Cook will take the lead on this matter.
2. Airport Courtesy Cars availability and condition were discussed. There are 2 cars available for short term use now on a first come basis. A discussion was had on the ease of checking out these cars especially on weekends. A suggestion on sign out sheets being available in the pilots lounge along with a lock box for the keys and donations for their use was discussed.
3. James Artz suggested e-bikes to supplement the courtesy cars. After a discussion on cost and upkeep perhaps bicycles would be a better choice.

4. The Chairman asked to be provided a list of current airport hangar tenants. The Board was provided the requested information
5. James Artz asked for position and duty descriptions for the positions of Airport Manager and Site Support Personal. Also if there were any daily checklists the airport personnel followed.
6. The need for a trash receptacle near the self serve fuel pumps was discueed. Mike Cook will follow up on this request.

The Vice Chairman asked the Guests if there was any concern that they would like the County Commissioners or the Airport Advisory Board be aware of. Nothing was added. He then thanked the Guests for their attendance and interest in their airport.

**Next Meeting Scheduled for March 22, 2023 at 3:00 PM.**

**Meeting was adjourned 4:05PM**