APPROVED: December 13, 2012

CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
City Hall, Santiam Room
333 Broadalbin Street SW
Thursday, November 15, 2012
3:30 p.m. – 5:00 p.m.

MINUTES

Commission Members Present:	Heath Kasper, Ron Terhaar, John Harshberger, Pat Eastman, Jay Sluiter, John Pascone
Commission Members Absent:	Chuck Kratch (unexcused)
Staff Present:	Chris Bailey, Operations Manager; Irene Mann, PW Executive Assistant
Others Present:	Henry Pollak, Dan Miltenberger

CALL TO ORDER

Chair Kasper called the meeting to order at 3:30 p.m.

APPROVAL OF MINUTES

The minutes of the meeting from July 12, 2012, were unanimously approved 6:0.

UPDATE – AIRPORT MASTER PLAN

Bailey reported that there was a kickoff meeting where the project was defined and the group reviewed the schedule. The Consultant will create a website so all the information about the Master Plan Update will be able to be viewed. There will also be a number of public comment meetings. Items that are included for discussion are the length of the runway, improvements to the approach, and creating a list of potential capital projects. The next meeting is scheduled in January. The Consultant will deliver draft chapters to staff for review. These will be available on the website. Kasper attended the first meeting and felt the Consultant was very open. Miltenberger added that he felt the Consultant's performance needed to be watched very closely.

COMMISSIONERS TERMS EXPIRING

Pat Eastman, Heath Kasper, John Pascone, and Ron Terhaar's terms are all expiring in December.

Pat Eastman informed the Commission that he will not be reapplying, the other Commissioners whose terms that are expiring will be submitting an application for reappointment to the Commission.

MISCELLANEOUS UPDATES

Bailey said that Goldman had provided her with a list of items that had been completed. The Commission said they were very pleased with his accomplishments. There was still a question about the water meter remaining and listed as inactive rather than being removed.

Bailey discussed the City Open House scheduled for Monday, December 3, from 5:30 p.m. to 7 p.m. The open house will highlight all the City's boards, commissions, and committees. Commission members said they would work on a video to use during the open house.

Staff reported on the discussion with a safety representative from Wah Chang who showed up at a meeting that was cancelled. Staff explained that the Commission has no jurisdiction over airspace.

COMMENTS FROM THE PUBLIC

Miltenberger reported on his morning visit to Portland to see the unveiling of the City of Albany" logo that was painted on the nose of an Oregon Air National Guard F-15D Eagle fighter jet.

Pollak asked for an update on the status of the people that were interested in building a museum on the airport property. (It was reported the couple moved out of town.)

COMMISSIONER COMMENTS

Kasper had a list of items he discussed, including lights on the FBO building, a box of folded towels, replacing florescent lights, the airport allocation of Building Maintenance funds, Reliant Aviation's payment, field signs to restaurants, chains for the tie-downs, an airport salary survey, applications being available to the card reader to be able to accept EPIC gas cards, the cost of Smith Glass replacing the windows on the FBO building, Happy Miles hanger lease, historic grants availability, an annual Airport Commission report to the City Council in late winter, the availability of RV storage, and various questions about budget line items.

It was requested that an agenda item for the December meeting be on cars being available for pilots when they fly in so they can drive around town.

NEXT MEETING DATE

The next meeting is scheduled for December 13, 2012.

ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant