Approved: March 21, 2013

CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
City Hall, Santiam Room
333 Broadalbin Street SW
Thursday, February 21, 2013
4 p.m. – 5:30 p.m.

MINUTES

Commission Members Present:	Heath Kasper, Ron Terhaar, John Harshberger, Georgiann Wheeler, Jay Sluiter, Chuck Kratch, John Pascone
Commission Members Absent:	None
Staff Present:	Jon Goldman, Transportation Superintendent, Irene Mann, PW Executive Assistant~
Others Present:	Henry Pollak, Happy Miles, Dan Miltenberger, Joel Dahl

CALL TO ORDER

Chair Kasper called the meeting to order at 4 p.m.

APPROVAL OF MINUTES

The minutes of the meeting from January 17, 2013, were unanimously approved 7:0.

BUDGET UPDATE

There was a question about the Telephone line item (63009) being so high.

(NOTE: there is a charge to use the phone line for the fuel system credit card. The cost of that phone line was being charged to the wrong line item. The charges for the QWEST Albany Municipal Airport Fuel will be moved to the correct line item (used in the past) 61250-Fuel System Costs. The charge is ~$43. per month)

Other line items were discussed. The Commissioners asked if Reliant Aviation had made any payments on their past due account. Goldman will check with the City Attorney to see if the City can collect any money.

MISCELLANEOUS UPDATES

- There was a discussion about power to the open T-hangers. Miltenberger said he would talk to Ron Fisher.
- Goldman will talk to taxi companies about billing directly to the City rather than having a courtesy car at the airport for pilots flying into Albany. He will update the Commissioners on the cost of the taxi service at the next meeting. Miltenberger suggested having bus schedules available at the airport.
- Goldman will prepare a memo for a work session discussing airport updates (NWAAF, airport web site).
- Goldman is giving a tour to preschoolers at 10 a.m. on Thursday, March 28.
- EPIC credit cards are now accepted for purchasing fuel at the airport.
- There was a discussion on parking for cars for visiting pilots.
- A discussion on lease rates resulted in a motion by Sluiter (seconded by Wheeler) to recommend that lease rates at the airport be capped at $.25.4 /sq. foot until all the airport leases are at the

same rate. The motion passed 7:0.

COMMENTS FROM THE PUBLIC

Happy Miles addressed the Commission and discussed his lease agreement with previous Airport Managers. He asked that nothing be added to his lease file without his knowledge. He asked for a response to his request for a lease extension. His current lease agreement expires in 2014. He said he was given credit for $42,000 for work he did on his hangar and then began paying $500/month. He asked that a meeting be held to discuss his lease and the Commissioners asked that a follow-up discussion about the lease be placed on the April agenda.

Miltenberger said he went to the Airport Master Plan Update meeting in January and there were very few Commissioners at that meeting. He also mentioned that snacks had disappeared from the 'honesty payment' area at the airport and he would discuss it with Don Austin (in charge of the Young Marines).

COMMISSIONER COMMENTS

Kratch reported that he spoke to the state about getting additional airport signage around Albany.

The Commission voted 7:0 for Kratch to pursue getting a 'historical marker' (cost is $5-8,000).

Harshberger asked for an updated contact list of Airport Commissioners.

ELECTION OF OFFICERS

Heath Kasper was nominated as Chair for the Airport Advisory Commission and Jay Sluiter as Vice Chair. The vote was unanimous at 7:0.

Election of officers will occur every March; the next election would be March 2014.

NEXT MEETING DATE

The next meeting is scheduled for March 21, 2013, at 4 p.m. in the FBO building at the airport.

ADJOURNMENT

The meeting was adjourned at 5 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant