

Approved: September 18, 2014



**CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Albany Municipal Airport
533 Aviation Way
FBO Building-Main Office
Thursday, August 21, 2014
4 p.m. – 5:30 p.m.**

MINUTES

Commission Members Present: Heath Kasper, Jay Sluiter, John Harshberger, Richard Kay, Chuck Kratch
Commission Members Absent: Georgiann Wheeler (excused); John Pascone (unexcused)
Staff Present: Irene Mann, PW Executive Assistant
Others Present: Dan Miltenberger, Travis Ward, Don Austin

CALL TO ORDER,

Chair Kasper called the meeting to order at 4:00 p.m.

APPROVAL OF MINUTES

Harshberger made a motion to approve the minutes from July 17, 2014, and Kay seconded the motion. It was approved by a vote of 5:0.

UPDATES

*Kasper reported that the price of fuel would drop \$.50 before the weekend to \$5.09 from \$5.59.

*Sluiter reported that he met with Jon Goldman, City Councilor Rich Kellum, Jack Kasper, and a representative from the National Guard (NG) to discuss the grass areas of the airport. Sluiter said that Kellum had spoken to Councilor Floyd Collins, who in turn had spoken to City Transportation Systems Analyst Ron Irish about a grass runway. Irish said the City was not interested in taking on any liability with a grass runway. Goldman had sent an email to the Commission *stating that with Council's future approval, the City would enter into an LTA (Land Training Agreement) with the NG. This was to be a three- year agreement, and would appear to be fairly open to the activities that they (NG) can perform. The plan is to start them on the southwest portion of the property (south of the T-Hangars) and get that +leveled out. That would allow the City to see their capabilities and procedures, while staying a safe distance from the runway. Goldman, could then, with Council/and FAA approval, move to the next project.*

***The Airport Advisory Commission (AAC) said they wanted Goldman to proceed with an application to the FAA for a grass runway and then let the FAA turn it down.**

*Sluiter also reported that the NG were very cooperative and said they wanted to help the community any way they could. He said they had detailed aerial views of the airport and added they had no problem with drainage or swalls. He said that excavation was their specialty and they would agree to perform a particular task, generally within six months. He said Goldman had suggested moving the sand and leveling out the area and the NG said they could do that task in about two hours. Sluiter and Goldman said it could be a test of what they could do.

*Sluiter added that Kellum had said not to use the term 'grass runway' but say they could "improve the landscape such that it would be smooth in case of a crash."

*Sluiter reported that Goldman said he would first want to go to the FAA with that request before he went

to the Council. Sluiter said that the City Council was aware of it and would encourage non-landing use of it to start. Sluiter said he felt it was a good meeting.

***Motion: A motion was unanimously agreed (5:0) to direct Goldman to get the paperwork completed and sent to the FAA within the next 30 days.**

***Motion: A motion was unanimously agreed (5:0) to push the LTA forward with a letter from City Manager Wes Hare to say "level the airport field and have the NG do the excavation with culverts and catch basins as needed."**

***Motion: A motion was unanimously agreed (5:0) to send a recommendation to the City Council to approve a written three-year agreement of an LTA with the NG to improve the airport property.**

***Motion: A motion was made by Kratch and seconded by Sluiter to have Goldman complete and mail the application to the FAA before the next airport meeting. It was unanimous – 5:0.**

*Kasper said that he felt the AAC members should be more involved in airport issues. He suggested assigning specific tasks to an AAC member who would be responsible for the task and report back to the AAC. Kasper added that would take some of the load off of Goldman since he only had 10% of his time allocated to the airport.

-Kratch said he would look at the airport power bills.

-Kratch said he would look for seed donations (how much seed/what kind).

-Harshberger said he would help insure the airport was sprayed for weeds in all the needed areas by drawing up a map and then following up to see the areas were sprayed.

-Kay agreed to research the needs (painting and chains) for the tie downs.

The Commissioners requested a report attached to the agenda of every meeting showing the task, who was assigned to the task, the due date, and the date actually completed.

Kratch asked for a report on building maintenance hours spent at the airport, and Kasper said that Goldman provides that information for the AAC every three months. It is in the minutes of the meetings.

DISCUSSION OF DRAFT HANGAR MEMO

Kratch expressed his displeasure with the negative tone of the memo that Mark Shepard had written. He felt that the memo expressed opinions, pre-judged the proposal, and did not just provide the facts. Sluiter and Kratch will contact Mark Shepard to arrange a meeting to discuss it.

A question was raised if the FAA monetary allocation would change if the number of hangars and/or planes increased at the airport. It was agreed the consultants who are preparing the update of the Airport Master Plan would have the answer.

COMMENTS FROM THE PUBLIC

*Miltenberger wanted to know why there was no camping allowed during the Northwest Art & Air Festival this year? He also said the weed spraying and airport sweeping were done poorly this year.

Miltenberger did not coordinate the airport events for the NWAAF this year and asked that a camping discussion be added to a future AAC agenda.

Austin said the Young Marines needed five gallons of yellow paint for the bollards.

COMMISSIONER COMMENTS

The Commission requested that Jon Goldman update his voice mail on a daily basis so they would know where he was if they needed to reach him.

- Give the mower driver directions not to run over any paper (it shreds like confetti).
- Get meter readings of the sub-meters.
- Sluiter will install the plaque near Lum Yuen on the fence.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, September 18, 2014, at 4 p.m. The meeting will be held at the Albany Municipal Airport in the FBO (Fixed Base Operator) building.

ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant