Approved: April 21, 2016

CITY OF ALBANY
AIRPORT ADVISORY COMMISSION
Santiam Room-Albany City Hall
Thursday, March 16, 2016
3:30 p.m. – 5:00 p.m.

MINUTES

Commission Members Present:	John Harshberger, Judge Roark, Heath Kasper, John Pascone, Richard Kay
Commission Members Absent:	Chuck Kratch (excused), Mike Newman (excused), one vacancy
Staff Present:	Jon Goldman, Transportation Superintendent; Irene Mann, PW Executive Assistant
Others Present:	Dan Miltenberger, Tony Hann

CALL TO ORDER

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

APPROVAL OF MINUTES

Kasper said he did not recall that he said that he was to meet with the National Guard, and Hann said he did not say that he would replace the windsock. Kasper said he would invite a representative from the National Guard to the next Airport Advisory Commission (AAC) meeting. Hann said that he purchased a windsock and Goldman said he would have it installed. With those corrections, the minutes of the February 18, 2016, Airport Advisory Commission (AAC) meeting were unanimously approved by a vote of 5-0.

UPDATE ON MINIMUM STANDARDS

Commissioner Roark explained the process for the review of Albany's Minimum Standards. There were questions about the Fixed Base Operator (FBO) insurance requirements and how the 2 million dollar amount was calculated. The sub-committee will continue to review the standards and bring them to the full AAC for their final review. There was a discussion about how to enforce items in the Minimum Standards. It was discussed that the pilots need to notify the Airport Manager-Jon Goldman. Commissioner Roark summarized the meeting that they had with the Corvallis airport manager-Dan Mason. People working at the Airport would have to register with the Airport Manager. The City Attorney will need to review them and then the City Council will ultimately approve the Minimum Standards after the AAC approves them. Minimum Standards are not required for an airport, but are suggested and encouraged.

Goldman has also been talking with City Finance staff about the risk and insurance needs for the Airport.

UPDATE ON PROJECTS LIST

Goldman distributed a CD with the Master Plan Update and asked the Commissioners to read through it and contact him with any changes they felt were needed. He asked for a two-week time frame to get their comments back to him. After the Federal Aviation Administration (FAA) approves the document, the Airport Advisory Commission will make the final review and recommend it to the City Council for their action. After the City Council approves the document it goes back to the FAA.

There was continued discussion on the issue of birds on the runway. Some airports have used dogs to patrol the runways.

Rich Kellum has a group working on the hotel sign.

*Hann will find out about getting a new plaque-Sluiter had been working on this project.

*Goldman reported that Building Maintenance worked 81 hours at the Airport.

COMMISSIONER COMMENTS

Kasper said he went to the Transient Room Tax meeting. There was a discussion on what the excess funds should be used for.

COMMENTS FROM THE PUBLIC

Miltenberger reported he went to the City meeting on room tax dispersement.

Hann said when the power goes out the gate keypad does not work. Kasper asked Goldman to investigate.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, April 21, 2016, at 3:30 p.m. The meeting will be held at Albany City Hall in the Santiam Room.

ADJOURNMENT

The meeting was adjourned at 4:40 p.m.

Respectfully submitted:

Irene Mann
Public Works Executive Assistant