Approved: SEPTEMBER 17, 2020

CITY OF ALBANY
Airport Advisory Commission
City Hall – Santiam Room
Thursday, January 16, 2020
3:30 p.m. – 5:00 p.m.

MINUTES

Commission Members Present:	Heath Kasper, Gar Burroughs, Devin Burroughs, and John Harshberger
Commission Members Absent:	Richard Kay and John Pascone, Commissioner Kratch arrived at the meeting after it was called to order.
Staff Present:	Jon Goldman, Transportation Superintendent; Kim Daniels, Clerk III
Others Present:	None

CALL TO ORDER

Kasper called the meeting to order at 3:31 p.m.

APPROVAL OF MINUTES

Harshberger moved to approve the minutes, G. Burroughs seconded the motion, and the motion was approved 3-0.

UPDATE ON PROJECT LIST **3:31 p.m**.

Remaining A4's: Goldman said the Oregon Aviation Historical Society will be taking the two remaining jets, they have been approved by the State and are waiting on the federal properties certificate.

Historic Hangar Structural Evaluation: One of the City of Albany engineers is working with a consulting engineer on detailed construction drawings for the new hangar door supports. Once Goldman receives the drawings, he will check on grant funding. Kasper asked Goldman if he can provide the construction plans when they are available.

VASI/PAPI Lights: FAA/ESA environmental evaluation. This project postponed until the summer of 2020.

Bird remediation: Wildlife Plan due in the spring of 2020

Centennial Celebration: Nothing new to report on this project.

Emergency Training at the Airport: The Albany Fire Department plans to do a basic trial run of approaching through the Lum Yuen entrance. Goldman met with the training chief, they toured the gates and the facility. The training Chief will develop a response plan and the Albany Fire Department (AFD) will have an annual site visit prior to the NWAAF.

Obstruction survey: Goldman said there are four more trees to remove. Obs lite to install on hotel light 15 ft. high truck penetrates 6.25' so the actual max height is 8.75'. Install two streetlight and add obstruction lights at a specific height. Flight procedures has put together a mitigation plan for a formal submittal.

Goldman said the Infinite Air/FBO lease expires this month, and the new lease will be for five years with one extension.

Kasper asked Goldman during the November 2019 meeting if he could provide a copy of the building maintenance hours to the Commission, he would also like a budget from Goldman.

COMMISSIONER COMMENTS **3:56 p.m**.

D. Burroughs asked if the City could provide a vehicle for use at the airport. Goldman said this is not likely to happen, because Hann had a vehicle to use at one point and it was rarely used.
Kratch asked Goldman if he was able to obtain the information why insurance increased, Goldman said he hasn't had the chance to look into it. Kratch also asked if February is the month for the update on the CPI's.
D. Burroughs updated the Committee FBO, D. Burroughs, Hann said the lighting is pretty bad, but he can work with it. Chuck Kiser is waiting on information from Goldman to fix water and sewer. The fuel terminal reboots itself sometimes, due to bad wiring. Hann contacted Fuel Master and he can get a new terminal, but it will cost around $5,000. Jet A sales are minimal, runway length being what it is we may not see much traffic. The HVAC filters were recently changed from the City's building maintenance staff.

March meeting will be at the Airport.

COMMENTS FROM THE PUBLIC: **4:08 p.m.**

There were no comments from the public.

Minutes – Summary

Goldman updated the Commission on the project list and the emergency training at the airport.

NEXT MEETING DATE

The next meeting is scheduled for Thursday, February 20, 2020, at 3:30 p.m., in the Santiam Room at Albany City Hall. March's Airport Advisory meeting will be at the Albany Municipal Airport.

ADJOURNMENT

The meeting was adjourned at 4:22 p.m.

Respectfully Submitted:
Kim Daniels

Kim Daniels
Clerk III