



McMinnville Airport Commission Meeting Minutes

McMinnville Airport,
Civic Hall
Tuesday, January 6, 2015

1. CALL TO ORDER

The meeting was called to order at 6:35pm by Jody Christensen. Commissioners present were Jody Christensen, Brad Berry, John Lautenbach, Doug Hurl, Bob Peacock, and Andy Benedict. Staff in attendance were Martha Meeker, Mike Bisset, Rich Spofford (City of McMinnville), and Graham Goad (Airport Manager).

2. CITY MANAGER INTRODUCTIONS

Each Commissioner provided a self-introduction to new City Manager Martha Meeker.

3. ELECTION OF OFFICERS

The Chair asked for nominations for the positions of Commission Chair and Vice-Chair for calendar year 2015. Commissioner Christensen was nominated for the Chair position, and Commissioner Lautenbach was nominated for the Vice-Chair position. No further nominations were received, and Chair Christensen / Vice-Chair Lautenbach were each elected by a unanimous vote of the Commission.

4. MINUTES

The draft minutes from the meeting of November 4, 2014 were reviewed by the Commission. Commissioner Berry asked for an amendment to the minutes regarding lease extensions – specifically noting that the lease extensions need City Council approval. The minutes, as amended, were approved by a unanimous vote of the Commission.

5. ITEMS FROM STAFF

Airport Manager Goad gave his manager's report. He spoke of being called out to the airport at 11pm on December 15th by YCOM dispatch, upon arrival he found a number of police officers and a sheriff that had responded to an abandoned bike along the highway next to the airport fence. Graham opened the airport gates to allow police to search the interior of the perimeter fence, nothing was found. Graham suggested that YCOM dispatch be given the access codes for the airport to allow a quicker response by authorities.

Graham reported about the roof of the pilot's lounge which lost the cover material in the wind storm on December 11th. He noted that the roof was subsequently repaired by Washington Roofing.

Graham reported that earlier in the day he received an email from Chris Eads of AOPA about the airports application to host an AOPA regional fly-in. Unfortunately, the application was not successful for the 2015 season.

Graham reported that he was looking into the process to change the CTAF (Common Traffic Advisory Frequency) for the airport. He noted that it appears that the frequency change is not a quick and simple process, and he suggested that the airport users be polled to help determine if the change was necessary.

Rich Spofford talked of his work with Century West and the runway rehab project. He noted that the environmental study and wildlife monitoring was being completed.

6. ITEMS FROM COMMISSIONERS

There were no items from the Commission.

7. PUBLIC COMMENT

Robbie Sturm addressed the Commission, and thanked those attended Cirrus Aviation's open house on New Year's Day. She presented a letter to the Commission indicating that Cirrus Aviation was willing to temporarily relocate, if necessary, to allow the City to replace the current FBO building. Chair Christensen thanked Robbie for the offer, and informed her that there were no immediate plans to replace the building.

Robbie expressed her frustration in not being able to sell her business with only 18 months left on her lease. Jody Christensen sympathized with her, and stated that the City needed to be thoughtful in moving forward with the process of selecting the next FBO operator. Jody stated that there would be an open bid process.

Commissioner John Lautenbach asked if the Commission had a role in the FBO selection process. Mike Bisset stated that the staff was in the early stages of putting together the solicitation for FBO services, and he noted that he expected that the solicitation would be ready sometime around mid-year. Commissioner Andy Benedict asked that the process be completed as soon as possible to be fair to Robbie and give her as much time as possible.

Holly Nehls from Konect Aviation spoke to the Commission about the recent News Register articles about the airport, and asked about the airport maintenance budget – specifically asking if there was any money to improve the appearance of the facility to "spruce things up a little". The Chair thanked Holly for her comments. Mike Bisset stated that the City would be moving forward in the near future with some facility maintenance to address aesthetics.

Alan Zanzuoski addressed the Commission. Alan stated that he believed that the City should not spend any money on the FBO building. He asked what the long range plans were and who was going to pay for the terminal building. Jody Christensen answered that there were no answers and no definitive plans yet for a new FBO/Terminal building.

Alan asked if the west hangar and the pilots lounge were scheduled for demolition, and then stated that those should be included in the plan. Mike Bisset informed Alan that the current ALP (Airport Layout Plan) does not call for the West hangar or the Pilots Lounge to be removed, and he noted that the current ALP is posted on the City's website. Mike also stated the ALP was scheduled to be updated in the next few years. Brad Berry stated that the update process would be open and would involve the City Council, the airport community, the staff, and any interested members of the public.

Alan asked if the rumor he heard about the runway width being reduced was true; and he provided some examples related to emergencies with jet aircraft that supported his opinion that the runway width should not be reduced. Rich Spofford stated that the project design engineers were reviewing usage data to help determine the runway width per FAA standards. Bob Peacock spoke of his work with the Hillsboro airport, and noted that the FAA will set the preferred runway width per their standards.

Alan asked about the noise issues, and noted that he believed that addressed those issues during a discussion with the airport neighbors after the last meeting. Alan stated the he wanted to be involved in any and all discussions about the airport and asked if the city was putting neighbors concerns ahead of the airport users. Discussion ensued between the Commissioners and Alan; and the Chair noted that the city would proceed with the noise issue in a careful and thoughtful manner and that the process would be "transparent".

Andy Benedict questioned the staff about the runway strength and the possibility of a displaced threshold on runway 4. Rich Spofford responded, and noted that the FAA would not allow the overrun area to be used as a displaced threshold. He noted that the design engineers were evaluating airport use data, and would use that information to justify the design weight limits for the new runway.

The meeting was adjourned at 8:00pm.