



Airport Advisory Commission

AGENDA

Thursday, March 16, 2023, 3:30 p.m.

This meeting includes in-person and virtual participation.

Santiam Room, City Hall
333 Broadalbin Street SW
or join the meeting here:

<https://council.cityofalbany.net/groups/air/zoom>

Phone In: 1-253-215-8782 (long distance charges may apply)

Meeting ID: 815-8039-5498 Passcode: 611085

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to order
2. Roll Call
3. Approval of Minutes, February 16, 2023
4. Vote for Chair
5. Staff Updates Robb Romeo
6. FBO Updates Tony Hann
7. Business from the Commissioners
8. Business from the public Robb Romeo

Persons wanting to provide comment may:

1. Email written comments to the Robb.Romeo@cityofalbany.net including your name, before noon on March 16, 2023.
2. To comment virtually during the meeting, register by emailing Robb.Romeo@cityofalbany.net before noon, March 16, 2023.

2. Next meeting date: April 20, 2023
3. Adjournment

This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: robb.romeo@cityofalbany.net or 541-917-7605.

Testimony provided at the meeting is part of the public record, capturing both in-person and virtual participation, and are posted on the City website.



AIRPORT ADVISORY COMMISSION

MINUTES

Thursday, February 16, 2023

Santiam Room 3:30 p.m.

Approved: DRAFT

Call to Order

3:33 p.m.

Robb Romeo called the meeting to order at 3:33 p.m.

Roll Call/Introduction of New Members

Members present: Garry Barnes, Gar Burroughs, Mel Huffman, Wes Jones, Theophilus Warren

Members absent: Chuck Kratch

Staff present: Transportation Manager Robb Romeo, Clerk III Liane Ingram

Others present: Tony Hann

Election of Officers

3:33 p.m.

Commissioner Theophilus Warren made a motion to nominate Commissioner Garry Barnes to Vice Chair and Commissioner Gar Burroughs seconded the motion, and the motion passed 5-0. The appointment of the Chair nomination will be tabled to the next commission meeting on March 16, 2023, when all members are present.

Approval of November 17, 2022, Minutes

3:34 p.m.

Burroughs made a motion to approve the minutes as presented. Commissioner Wes Jones seconded the motion and the motion approved 5-0.

Staff updates

3:39 p.m.

Transportation Manager Robb Romeo reported the following:

The mole control is ongoing and mowing will get started once the ground is dry.

Tony Hann will be provided a pressure washer to clean the fuel tanks. Once Robb receives the go-ahead, Tony will clean the tanks.

The A-4s have been moved.

The installation of taxiway lighting of runway rehabilitation design project has been pushed back to 2024. The FAA is enforcing one of their rules that the environmental fee should be in by January 15, which didn't happen. There are new regulations, and the environmental fee will need to be paid up front (grant money). Expense estimate is between \$20,000 to \$40,000.

Jay Sluiter is back and impressed how everything looks at the airport, with mowing, and cleaning.

EC Electric states the power installation for the flagpole will be free but will have to run conduit to the plane and flagpole. Robb will receive a quote for lighting for the flagpole and A-4. Discussion ensued regarding different types and location of the lighting.

Robb provided update on Historic Museum Project. Debbie Origer is working with a lawyer regarding 501c3 for museum, which will be presented to council at the March 20, 2023, work session.

Response to questions from the Commission

3:40 p.m.

Garry Barnes asked for status on the Historic Hangar Rehabilitation Project. Romeo states he is waiting on FAA for environmental costs. Waiting on COAR grant for the project. This will be used to re-do the membrane on the roof to prevent leaking. This will also include updating the ADA in the bathrooms. The idea is to bring the hangar back to its original state. Further discussion ensued.

FBO Update

3:52 p.m.

FBO Tony Hann reported on the following:

Fuel sales from last year dropped 15-20 percent from the year before.

The ramp, taxiways, and runways were cleaned which will be done once a month.

Ideas for fundraising events.

Hann will be getting volunteers for pressure-washers and will clean the tank. This project will be done in the spring.

A handout from state of Oregon regarding the economic impact for the Albany Airport.

Albany Airport be a staging area for ORDART disaster response.

Business from Commission

4:03 p.m.

Garry Barnes discussed creating a general safety manual. Tony states there is a spill manual, including fuel spills, hazardous waste spills that was provided from the fuel provider. Theo suggested checking with the National Transportation Safety Board. Further discussion regarding format of safety manual.

Gary discussed getting FEMA money to the airport.

Mel Huffman discussed viable communications using HAM radios for the airport.

There was a discussion regarding a backup solution for obtaining fuel in the event of an emergency.

Business from the Public

4:22 p.m.

None.

Next Meeting Date

The next scheduled meeting of the Airport Advisory Commission is March 16, 2023.

Adjournment

4:45 p.m.

Hearing no further business, the Chair adjourned the meeting at 4:45 p.m.

Respectfully submitted,

Reviewed by,

Liane Ingram
Clerk III

Robb Romeo
Transportation Manager

**Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing cityclerk@cityofalbany.net.*