

MINUTES
AIRPORT ADVISORY COMMISSION
Wednesday, February 17, 2010
Fire Station 6, EMS Division, 2742 25th Street SE
6:00 PM

Members Present	Members Absent	Guests
Tim Hay	Darr Goss	Steve Ellison
James Nafziger	Mary Ann Lebold	John Holliday
Major Mark Ulvin		Jim Wall
Mark Renaud		Ron Peters
Jim Harr	Staff Present	
	Alan Alexander	
	Kathy Sime	
	Air Traffic Control Staff	
	Cindy Ford	

1. CALL TO ORDER

Chair Tim Hay called the meeting to order at 6:00 P.M.

2. Roll Call

Tim Hay – Here
 Mark Renaud – Here
 Major Mark Ulvin - Here
 Darr Goss - Absent
 Mary Ann Lebold - Absent
 Jim Harr – Here
 James Nafziger – Here

3. APPROVAL OF MINUTES

Mark Renaud made a Motion to approve the January 20, 2010 Minutes. Jim Harr seconded the Motion and the Motion passed with a unanimous vote.

4. APPEARANCE OF INTERESTED CITIZENS

Steve Ellison submitted plans for his proposed hangar. Alan stated that Mr. Ellison already has a hangar on the airport and the proposed hangar meets all the required criteria. He has signed a lease for this site. James Nafziger made a Motion to approve the plans as submitted. Mark Renaud seconded the Motion and the Motion passed with

a unanimous vote. James Nafziger asked about the FAA involvement in hangars. Alan stated that the City, through the building codes, etc approves the hangars. The FAA is concerned about obstructions or safety issues.

Jim Wall asked if there was going to be a public opening of the new National Guard facility. Major Ulvin stated that August 28th 2010 is the scheduled date.

5. REPORTS

a. Tower Chief Report

Cindy Ford gave the following report: Traffic count for January 2010 was 2777, a decrease of 420 operations over January 2010. The busy day was 248 operations. Cindy said the weather played a role in the decrease of operations. No deviations or other issues for the month of January, 2010.

b. Airport Noise Work Group

Alan stated that the work group completed its first year. The group focuses on concerns from the neighborhood representatives. There were two noise complaints for the month of January, one fixed wing and one helicopter. No accidents, incidents or bird violations. The Department of Agriculture as well as airport staff haze the geese on a regular basis. Alan stated that the airport is always concerned about the hazards of geese, especially this time of the year when the ceiling is usually lower due to weather.

James Nafziger asked what steps are taken with the complaints. Alan stated that the National Guard provides the airport with a training schedule and airport staff disseminates the information to the neighborhood associations. Alan stated that some complaints come from those in the flight path and pointed out that staff checks with the tower to see if the pilot is flying in accordance with the rules. All complaints are addressed.

c. Airport Terminal Expansion

Alan stated that the architectural drawings are complete and City of Salem Facilities will meet with the architects, etc on February 18, 2010 to review them. Once all revisions are made the airport will be in a position to apply for permits and if there are no additional issues to be addressed, the permits could be issued within two to three weeks. Alan stated that there is a 30-day advertising period and the bids will be reviewed, the low bidder identified and a Notice of Intent to Award Bid published. The Notice requires a ten-day period before the bid can be awarded. Alan stated that the project should be bid sometime within the next month and the Notice to Proceed should be ready as early as April, 2010.

The proposed changes have been minimal. There were no changes to the baggage claim area. One of the changes included rubberized tile in the entry way that is more

durable, etc. As soon as the final plans are produced, the project will be ready to be distributed for bid. Tim asked if there was a timeframe for completion. Alan stated that there is a couple of timeframes to address issues such as asbestos, etc. Some of the work will be done separately and will be done by a private contractor prior to the beginning of the project. Tim asked if the rental car companies will be relocated. Alan stated the construction can be done without disturbing anyone except airport staff for asbestos removal.

d. Master Plan Update

Alan reported that the preliminary data has been completed. The FAA is reviewing it now and they are close to having a conclusion. On the surface, the initial data shows justification but until the FAA accepts the data, the project cannot proceed. Alan stated that all should be decided within two weeks. The next step will be the environmental assessment.

e. Other Reports

Alan stated that a 60 x 60 hangar is proposed to be built behind Mark Ramer's hangar. The lease process is not yet complete, but the proposed tenant would like the architectural style to be approved. Tim asked about the wingspan restriction and Alan stated that that will not be an issue and the proposed tenant is aware of the restriction.

Alan stated that the color will be one of the previously approved colors and all the required setbacks still need to be identified. Jim Harr inquired about the setbacks between the proposed hangar and Salem Air Center hangar. Alan stated that the setback will be at least 20 feet.

Mark Renaud made a Motion to accept the plans reviewed for the proposed 60 x 60 hangar located behind the Salem Air Center / Val Avionics hangar.

James Nafziger seconded the Motion and made an amended Motion to make the hangar pending FAA approval. Alan stated that the proposed tenant will need to make application to the FAA prior to the Lease. The Motion passed with a unanimous vote.

Alan stated that there is a meeting scheduled with Randall Tosh and John Wales to discuss Chapter 9. The meeting is scheduled for March 1, 2010.

Alan stated that the Oregon Airport Management Association (OAMA) is meeting in Salem on Wednesday, February 24, 2010. On Thursday, February 25, 2010, the Oregon Department of Aviation will meet to review the Connect Oregon III applications. Salem has an application in for the return of air service along with two other airports to sustain their service. If the grant is approved, SkyWest will return to Salem to operate 4 daily flights.

6. ITEMS FOR COMMISSION DISCUSSION

Next month's meeting will be one week earlier on March 10, 2010.

7. CHAIRS REPORT

8. ADJOURNMENT

Chair Tim Hay **adjourned the meeting** at 6:40 pm

Date Approved: _____

Tim Hay, Chair
Airport Advisory Commission

Transcribed by Kathy Sime / Audio Recorded
DRAFT