

**MINUTES**  
**AIRPORT ADVISORY COMMISSION**  
**Wednesday, October 15, 2008**  
**Fire Station 6, EMS Division, 2742 25<sup>th</sup> Street SE**  
**6:00 PM**

<b>Members Present</b>	<b>Members Absent</b>	<b>Guests</b>
Tim Hay	Kindra Jordan	Ron Peters
Jim Harr		JP McLaughlin
James Nafziger		Jim Wall
Mary Ann Lebold		Jim / Gwen Graham
Major Mark Ulvin	<b>Staff Present</b>	Jim Hall
Mark Renaud	Alan Alexander	
	Kathy Sime	

**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  
 Kindra Jordan - Absent  
 Mary Ann Lebold - Here  
 Jim Harr – Here  
 James Nafziger – Here

**3. APPROVAL OF MINUTES**

Jim Harr made a Motion to approve the September 17, 2008 Minutes. Mark Renaud seconded the Motion and the Motion passed with a unanimous vote.

**4. APPEARANCE OF INTERESTED CITIZENS**

Ron Peters asked the AAC to review the issue regarding possible co-oping of buildings and lease of assets with those building. Ron stated it was not addressed in Chapter 9 and he would like the AAC to review and add wording to address the issue of co-ops.

Alan Alexander stated that there are provisions regarding subleasing. Alan stated that the issue is the sharing of fuel tanks. Alan stated that the FAA protects the rights of aircraft owner to service their aircraft with their equipment and their employees. Alan stated that the FAA does not prohibit a co-op nor does it require an airport to accept a

co-op. Mr. Alexander stated that the right to sell fuel is protected in grant assurances and FAA regulations but there is no protection for a co-op. Alan stated that co-opping is a decision based upon the airport. Alan stated that the subject is something that could be addressed in Chapter 9 and could be added to Chapter 9 with changes being made dealing with fuel tanks.

Ron Peters inquired about hangars not being used for aircraft storage. Alan stated that he would be interested in knowing about any such hangars. Alan stated that the airport is in the process of inspecting all hangars and that so far, every hangar he has inspected has had an airplane or is in the process of being sold. Alan stated that airport staff sends out about 10 letters a month for hangar inspections. The response rate to the letters is about 70%. Alan stated that he would like to be informed of any hangars now being used for aircraft storage.

## **5. REPORTS**

### **a. Tower Chief Report**

Cindy Ford gave the following report: Traffic count for September 2008 was 5,411 a decrease of 4885 operations under September 2007. Total 12 month total through September 2008 was 66,348. The busy day was 142 operations.

The month of October has been busy. The National Guard is training more.

### **b. Airline Update**

Alan Alexander gave the following report: Airline service was suspended on October 9, 2008. The price of fuel is almost one-half of what it was when Delta made the decision to leave Salem. Alan stated that the airline consultant for the City suggested that a letter be drafted to Delta to be sent by our Mayor. Alan stated that we need to address our continued interest in Delta and to point out the dropping fuel costs. Alan stated that our airline consultant is working on a cost revenue analysis for service from Salem to Seattle. Alan stated that there is still a lot of interest from people in Salem for air service.

The total number of passenger departures for the month of September 2008 was 1700. The total number of passenger arrivals for the month of September 2008 was 1603 for a total passenger count of 3303. Load factor for the month of September was 77%. Alan pointed out that September is normally a "drop-off" month. The previous months were 80-85%. Through the month of September, over 60,000 passengers were processed.

James Nafziger asked how it was left with Delta upon their departure from Salem and also asked if the merger between Northwest and Delta affected our situation. Alan stated that Delta was satisfied with the Salem service. Alan stated that when SkyWest left they left their data circuit equipment but took all ground support equipment. Delta indicated that they would re-evaluate Salem for service to possibly return in the Spring. Alan stated that the proposed merger with Northwest should have no impact on Salem.

The feeder service for Northwest has no competition in this area. Alan pointed out that the economy is very turbulent at this time.

Alan stated that the casino flight to Wendover, Nevada is scheduled for October 24 and the flight is sold out. Alan said that continuing with those flights is unlikely. TSA will screen this flight as a training exercise and Salem Air Center will provide ground support.

**c. Fuel Tank Task Force**

Alan Alexander stated that Fueling Tank Task Force made recommendations to Council and Council approved the underground fuel tank for Colson Enterprises. Council asked that rules be drafted and submitted to Council for consideration by Council. Alan stated that the task force had questions about underground fuel tank policies and location of fuel tanks. Alan stated that the Rules and Regulation / Chapter 9 will be brought back before the commission for discussion and review. Jim Harr asked who would draft the new chapter 9 rules regarding fuel tanks. Alan stated that the airport office would draft the proposed changes based upon the information that was provided by Council.

**d. Other Reports**

Alan Alexander stated that AAC approved the Leading Edge application for an operating license on September 17, 2008 and the license was issued on September 19, 2008. Alan stated that the FAA was notified of the issuance of the license. Alan stated that Leading Edge will be a good addition to the airport. Leading Edge will be held accountable for being responsible members of the aviation community. Leading Edge takes a lot of care in addressing the concerns of the community.

Alan Alexander stated that a working group will be formed to address noise concerns. This will be a forum to discuss aeronautical activity. The working group will be in force by the first of the year. Alan stated that Leading Edge will participate as well as National Guard and members of the community and aviation community.

Alan Alexander stated that there were 31 noise complaints for the month of August. 24 of the complaints were from single household and 29 of the 31 complaints were from 3 households.

Construction in the south hangar area is almost complete. Installation of the second security gate on Airway Drive still needs to be installed. The project should be complete in 4 – 6 weeks. Additional signage will be installed on taxiway Charlie.

Alan reported that all the paperwork has been signed regarding the two connect Oregon II Grants. The project has not been started because justification needs to be made to the FAA regarding the necessity of additional runway.

Tim Hay asked about fencing projects. Alan stated that the project was broken down into 13 projects. Alan stated that as money becomes available, fencing will be replaced until the entire perimeter is complete.

## **6. ITEMS FOR COMMISSION DISCUSSION**

Mark Renaud expressed an interest in the AAC touring Garmin. At one time, Garmin stated that they would invite the AAC over for a tour if the AAC was interested. Alan stated that the he would ask Garmin about a tour.

Major Ulvin stated that construction of the Army Aviation Support Facility will begin this fall.

## **7. CHAIRS REPORT**

## **8. ADJOURNMENT**

Chair Tim Hay **adjourned the meeting** at 6:30 P.M.

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Tim Hay, Chair  
Airport Advisory Commission

Transcribed by Kathy Sime / Audio Recorded  
**DRAFT**