



NOTES
AIRPORT ADVISORY COMMISSION
 Wednesday, November 17, 2010 - 6:00 P.M.
 Fire Station 6, Conference Room



Members Present

Tim Hay – Chair
Mary Ann Lebold
James Nafziger

Members Absent

Darr Goss – E
Jim Harr – E
Mark Renaud -E
Mark Ulvin

Staff Present

Alan Alexander
Therese Van Vleet – UD
Kathy Sime - SPD

Guests

Ron Peters - *Salem Aviation Fueling*
Jim Wall - *SEMCA*
Sabrina Teem
Ron Sturba

1. CALL TO ORDER AND APPROVAL OF AGENDA

Chair Hay called the meeting to order at 6: 00_PM, noting a quorum of appointed members was not present.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

Approval of the October 20, 2010, was deferred until a quorum was present.

4. APPEARANCE OF INTERESTED CITIZENS

None

5. REPORTS

a. Tower Chief Report

Ms Ford was unavailable; one member of her crew returned to the Guard, they are short handed. October was the first month in 2010 to exceed totals of one year ago, October was up 100. The total numbers are still under last year’s total, with the busiest day having 220 operations. September is normally busy, but with poor weather . October ‘s increase may reflect an improving economy.

b. Airport Noise Work Group

In Packet: *SUMMARY AIRPORT NOISE WORKGROUP November 3, 2010*

Of six noise complaints during October, two were National Guard helicopter operations and four were fixed wing operations. The six complaints were from five different households, four of which are regular complainants. There was one incident during October. The pilot of a Cessna aircraft lost directional control during landing and hit a sign. The aircraft suffered damage. There were no injuries. The Noise Group recommended going to quarterly meeting. First wed in Feb next meeting. They reserved right to meet monthly.

c. Airport Terminal Expansion

The contractor is on schedule and should finish within the contract time at the end of the year. The outside is progressing, with landscaping, and the interior finishing work is going well. The airport offices will be the last completed, with new carpeting in the office and new terminal extension. It will be open to the public soon.

d. Master Plan Update

The Master Plan update is underway; Phase II (full environmental assessment) has been approved by the FAA. The scope of work will be modified to accomplish the entire environmental work simultaneously: wetlands, biological, and archaeological assessments. Outreach will be done throughout the year.

Q. What will the biological survey entail?

A. The survey will look for protected species. Currently, the Checker Mallow (plant) was previously identified with remediation steps to protect the Checker Mallow habitat. The new assessment will look for additional endangered species (plant or animal) on the airport grounds. Wetlands will also be evaluated.

e. Airport Overlay Zone

The majority of the Airport is zoned Public Service (PS), which allows activities consistent with airport functions. The Airport Overlay allows additional uses. Several areas on the south end are zoned industrial (IP). Recent infrastructure improvements, to build corporate hangars on those lots, were not allowed and required a waiver. The solution is an amendment to the Airport Overlay to allow appropriate airport functions in the IP zone. Ms Dixon and Mr Alexander have been explaining the zone change to Neighborhood Associations; all have supported the amendment. The amendment went to the Planning Commission and was approved and will now go to City Council for public hearings. It should be in effect by February 2011.

f. Other Reports

New Airport Administrator

Mr Alexander noted this was his last meeting as Airport Administrator, he will retire the end of November, and it was also his 100th meeting. Recruiting for his position has closed and six people were selected for phone interviews, which will take place next Monday. Applicants will be selected for face to face interviews. Mr Alexander and Chair Hay will sit in on the initial interview process.

Q. Who will be the staff liaison for the next AAC meeting; Mr Franklin or Mr Wales?

A. It is unknown at this time; Mr Wales will make the decision.

Runway Paint

Mr Alexander noted the contractor will be performing touch up (warranty) paint work on the runway but it won't be resolved until spring.

Q. When will the final phase of fencing be completed?

A. It is scheduled for fiscal year 2011 and is in the work plan. The FAA has not had budget authority until now.

Q. How are the hangar inspections going?

A. The inspections are going very well. Second notice letters went out early in November, and generated numerous responses.

6. Commission discussion

Mr Nafziger suggested inviting the Mayor-elect to the next AAC meeting and also provide a tour to acquaint her with the Airport. Mr Alexander related he had spoken with her about the Airport in general and the search for air service. She is coming up to speed with all City processes and it would be appropriate to get on her schedule.

Mr Nafziger proposed the AAC have a resolution saluting Mr Alexander's service to the Airport, the community, and this Commission for his extraordinary service. Mr Alexander noted he has enjoyed the varied members of the board and their willingness to share their time and talent, which has inspired him to give back to the community.

Ms Lebold noted people have related to her since Mr Alexander has been administrator there has been a positive atmosphere and a spirit of cooperation at the Airport.

Chair Hay thanked Mr Alexander for his service and asked him to continue to participate in the AAC in his retirement.

Mr Sterba and Ms Sime provided refreshments.

7. ADJOURNMENT

Chair Hay adjourned the meeting at 6:25 PM. The next meeting is scheduled for December 15, 2010.

Division web site: www.cityofsalem.net/SLE

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