



GRANT COUNTY REGIONAL AIRPORT COMMISSION MEETING MINUTES

March 13th, 2022

Present

Robert Watt
Barb Temple
Bob Bagett
Frank Stinnett
Haley Walker

Absent

Scott Myers
Cheryl Berry

Visitors

Sam Reagle (T-O Engineers)
Ethan Makarowski (USFS)
Taylor Schmadeka (ODF)

Robert Watt called the meeting to order at 6:34pm.

Minutes

MSP – Bob Bagett/Frank Stinnett – to approve the revised February 2023 meeting minutes. Unanimous.

Public Comment/Guests

1. USFS Update. Ethan stated the Airbase is ramping up their staffing, so personnel is increasing by the week and this will continue through spring training and fire readiness. He discussed the Airbase is still waiting on federal contracting for aircraft to support their fire operation. Originally the local Airbase was not scheduled to host the national rappel training, but he recently received news that this could be changing, so there is potential for a large training at our airport. Ethan thanked Haley, Scott, and Chase Bloom for the progress made with the Joint Facility Business Plan. He also noted that there appears to be progress on the helideck lease.
2. ODF Update. Taylor said tanker 860 will be back this year. ODF is also in the middle of contracting, so it is unknown what additional aircraft will support the ODF fire aviation operation. Taylor has been working with Haley on the helipad. Taylor received the information from Haley regarding a helipad versus heliport, but he has not had a chance to really look at it. As of right now ODF is planning to park their helicopter on the south end with the other Airbase helicopters. He would still like to work on building a helipad, through-the-fence, as long as the airport commission is still OK with this plan. He also continues working on approval for a larger facility with housing built outside the gate because of the overnight housing inside a hanger is not allowed on airport property. This is a 4-5-year program. ODF has a Helitack Foreman position posted to help Taylor with the crew because he is responsible for the entire Eastern Oregon area.

AIP Projects Update/CIP 2024-2028 Update

Sam stated we are in the middle of bidding right now with the Pre-Bid Meeting scheduled for this Wednesday. Bids will be opened on March 28th. T-O Engineers reached out to Taylor Northwest, Hi-Desert, Tomco, and Marcum. These are all contractors who are well-suited for the project. These contractors are mostly out of the Bend area. Otherwise things continue going smoothly. Robert asked when are runways made out of concrete. Sam state an “economic life study” must be completed to compare the cost of equivalent pavement structures (concrete versus asphalt) to determine the cost of concrete over its entire life versus the cost of asphalt over its entire life. This study is included in the design report because this study is a requirement of the FAA. Sam stated it is usually much more expense for concrete paving, and the process alone is significantly more. He added it is difficult to get

this kind of concrete into our area to meet the standards. Hauling concrete from out of the area increases costs, so there would need to be a concrete plant in our local area to make this more affordable.

Haley updated the airport commissioners on the Snow Removal Equipment Project. This is slated in our CIP for BIL funding. A meeting with the FAA Project Manager (PM) last week revealed that her impression was that we desired a monster plow truck, so Haley sent her an email to clarify what we think we may need for our operation to help speed up the process due to the PM wanting to push this out to their 2023-24 fiscal year which begins October 1st. The PM provided some feedback about the purchase acquisition cost being less \$250,000 it is possible, so we are working through this process to try and avoid waiting until the FAA 2023-24 fiscal year. We are looking at a 2-ton truck with a larger plow.

On February 16th we receive our updated CIP from the FAA for 2024-2028. Haley reviewed the projects listed which are as follows:

- 2024 land acquisition, snow removal equipment.
- 2025 carry-over
- 2026 reconstruction of the GA Apron Phase II (actual construction), acquire fuel storage tanks, helipad environmental and planning
- 2027 helipad construction
- 2028 reconstruct and widen parallel taxiway A Phase I (design)

Haley noted these projects have gone through initial justification with the FAA so they are listed on our CIP; however, two projects listed do not have FAA funds available to support these projects (reconstruct GA Apron Phase II and reconstruct and widen parallel taxiway A Phase I). Essentially, the FAA and/or the airport needs to find additional funding for the projects to move forward.

Financial activity report for January

The financial reports for the Reserve Fund and the Airport Fund were included in the meeting documents.

Airport Reserve Fund (121100). Prior balance \$3,188.78. Net fund balance \$2,444.54. The airport reserve fund decreased due to RW 17/35 project expenses. One expense (DEQ certificate) was charged to the wrong budget and will be reflected in the March budget. The above are actual numbers which is why they are off by \$650 on the financial report.

Airport Fund (124100). Prior balance \$61,808.91. Net fund balance \$59,906.32. The airport fund decreased \$1,902.59 primarily due to brake work on the plow truck, wood pellet expense, and Blue Mountain Eagle advertising expenses. The above are actual numbers which is why they are off by \$650 on the financial report.

We do not have any accounts in arrears.

Manager's Report

1. Fuel sales volumes for December, January, & February. Fuel sales volumes for February 2014- 2023. The fuel report was included in the meeting documents. We sold 540.2 gallons of 100LL and 49.7 gallons of Jet-A fuel during the month of February. 100LL discounted fuel sales were 37.2 and Jet-A discounted sales were 0.0. 100LL and Jet-A fuel sales were both below average year to date at 700.6 gallons of 100LL sold and 71.0 gallons of Jet-A year sold. We increased 100LL price due to increased cost.
2. Fuel resale and replacement values. The current price for 100LL is \$6.75/gallon and Jet-A is \$6.10/gallon. Our cost for 100LL is \$5.64/gallon with a markup of \$1.11/gallon and Jet-A cost is \$3.81/gallon with a markup of \$2.29/gallon. The average price of fuel within a 100-mile radius for both fuels last month was \$6.79 for 100LL and \$6.10 for Jet-A. We currently have 9,486 gallons of 100LL and 9,755 gallons of Jet-A.
3. Classroom and office events/activities.

Items noted are not including the regular Airport Commission meetings, Air Search, and the USFS. During the month of February we had three scheduled events. We had one paying event and two non-paying events which were: NRAC meeting and a CAT meeting. For the month of March we have three scheduled events. One event is paying, and two are non-paying which include: NRAC meeting and the Library Board meeting.

4. Airport Maintenance Update.
 - Door Troubleshooting/Access Control (key cards). Jarrod with Strawberry Mountain Locks has been to the airport several times looking at our system and how he can help with access control. Alpine Alarms also made a visit and completed a very thorough walk-through. Both are working on a quote to provide for this project. Strawberry Mountain Locks brought up another contractor that used to work for Alpine Alarms, so he is very familiar with access control and what is needed. Barb asked what type of system both are looking to quote and install. Haley explained the access control currently in place has power for card readers, so they would replace this with a new version of card readers and/or keypads. We will know more once we receive their quotes. Barb discussed her experience with card readers when employed at the hospital. Robert asked Ethan if they have a preference for cards or keypads. Ethan stated that they are comfortable with both proposals for either cards or keypads.

Old Business

1. USFS leasing space at the airport. No update.
2. GCRA/USFS Joint Facility Business Plan meeting update.

Haley thanked Ethan for coordinating the meeting with the USFS. She explained that the meeting occurred last month and highlighted the changes in the plan which consisted of dates, names, COLA increase of 8%, and increased utilities for a second load of wood pellets for the boiler. Barb asked about the wood pellets and why there is an increase and need for a second load. Haley suspects the need was due to the quality of the pellets because last year when the airport received pellets from Malheur Lumber they were loading the truck from bags cut open rather than bulk storage. When this happened the pellets delivered had quite a bit more dust. Now the pellets are being delivered from a bulk plant in Prineville, so we will know if it is better this year. We haven't had any issues with the boiler so far this year. Robert explained that boilers can begin degrading which causes a poor heat exchange. He asked if this has been looked at. Haley explained airport staff conducts a thorough cleaning in all boiler chambers each year. The airport also had a technician from Burns inspect our entire boiler and system prior to the cold season, and he stated the boiler was in good shape and ready for the cold season.

New Business

1. USFS Helibase Lease.

The USFS Helibase Lease expires this year on September 30th. The county proposed an annual 3% increase, the USFS countered with a 1.5% annual increase, and the county counter-proposed a 2.5% increase with USFS agreement. Haley worked with Scott (County Judge) and Julie (County Treasurer) we were targeting a 2.5% increase, so this was a good outcome. The USFS is drafting the Helibase Lease Agreement, Haley will have County legal counsel review, and finally present to the County Court for review and final approval. Haley does not anticipate any lapse in use for the Helibase.
2. Motorcycle training at airport.

Haley received a request from Pat Hahn, associated with the BMW Motorcycle Rally, to use the airport (runway and/or taxiway) for motorcycle training. Haley researched if this is an allowable use at our airport and received information from Kevin Bissell with a highlighted area of our sponsor assurances, specifically #19. Kevin believes this is a bit of a gray area, but typically the FAA response is that closing a runway or taxiway for non-aeronautical use is a violation of grant assurances. Haley wanted to hear the thoughts and direction from the airport commission to see how much effort she should put into getting creative to allow this use. Haley explained that Pat believes they could clear the runway and/or the taxiway quickly if needed for

aircraft. Sam explained that the Baker Airport has some motorcycle training and they have marked the pavement, so he suggested if we allow this use to use cones or some other markings rather than permanent on the pavement. Barb would like to see our airport used and publicized but she is not sure this is how we want to use it. She is concerned about safety of aircraft and how pilots would be aware of this activity. She would not want to jeopardize our funding. Haley recommended that if the airport commission is thinking about allowing this use to not use the runway because this would result in closing the runway which would be a violation of our grant assurances. Bob asked when this would take place, and Haley stated it would be during the BMW Rally believed to be sometime in June but she doesn't have exact dates. Bob is concerned this could conflict with our construction schedule which is a valid concern. Robert would like to use the airport for a lot of different things but the use of runways and taxiways are pretty specific. He believes asking to close the runways and/or taxiways is stretching the use and he suggests not allowing this request. Frank does not believe we need to allow this use. He suggested there is a nice place in Silvies, and there was an additional suggestion of the Industrial Park.

3. Haley's Corner.

- Airport hours of operation. The airport continues operating the non-peak scheduled hours Sunday – Saturday 8am-4pm.
- Completed details list, ongoing projects/tasks. See list attached in the meeting documents. Haley highlighted some details such as: snowplowing and updating NOTAMs; Blue Mountain Eagle interview; FOD sweeping; local landowner discussion about lighting needs on his wind turbine for aviation; changed radio ads on the radio to advertise for our summer intern position; posted the summer intern position on the county website as “featured.”
- Schedule. Mike Alley is onboard now and has been training the last couple of weeks, and he is a good addition to the team. Haley will be on vacation for a couple days at the end of this month. The airport terminal was closed Monday, February 20th in observance of President's Day. There are not terminal closures scheduled during the month of March.

Taylor added the ODF is working hard to bring in a SEAT Base Manager to operate additional SEATs out of our airport which will bring in more fuel sales for the airport, but this has been difficult due to the training requirements and not many qualified individuals.

2. Commissioners miscellaneous.

No comments.

Adjournment

MSP – Barb Temple/Bob Bagett – to adjourn the meeting at 7:10pm. Unanimous.

The next meeting is scheduled for Monday, April 10th, 2023 at 6:30pm.

******* Please note the airport commission minutes are a summary of the airport commission meetings. Additional information related to airport commission meetings is available, after approval of the minutes, by contacting Haley Walker at 541-575-1151 or walkerh@grantcounty-or.gov *******