



## GRANT COUNTY REGIONAL AIRPORT COMMISSION MEETING MINUTES

April 11<sup>th</sup>, 2022

### **Present**

Robert Watt  
Scott Myers  
Cheryl Berry  
Barb Temple  
Bob Bagett  
Haley Walker

### **Absent**

Doug Ferguson

### **Visitors**

Kevin Bissell (T-O Engineers)

Robert Watt called the meeting to order at 6:30pm.

### **Minutes**

*MSP – Barb Temple/Cheryl Berry – to approve the March 2022 meeting minutes. Unanimous.*

### **Public Comment/Guests**

1. USFS Update.

Anthony stated the USFS is beginning to bring on employees for the season. They have a training event planned for the first full week of May. This will be recurrent training, not new rappellers.

2. ODF Update.

Haley received an email from the ODF Manager, Taylor Schmadeka and shared it with the commission. In summary the email stated the ODF is planning on having the same compliment of aircraft and vendors as last year. They are currently working on additional funding to bring on one of their helicopters and a crew at the beginning on June. If they are denied this funding they will bring all aircraft and crew on at the end of June or start of July.

### **Financial activity report for March**

The February financials were reported prior to the meeting.

Haley stated we received some large, expected revenues from the ARPA in the amount of \$22,000 and the Oregon Lottery funds in the amount of \$25,000.

### **Manager's Report**

1. Fuel sales volumes for January, February, & March. Fuel sales volumes for March 2013- 2022.

The fuel report was included in the meeting documents. We sold 479.2 gallons of 100LL and 312.7 gallons of Jet-A, and both were above average for the month of February over a 10-year period. Discounted fuel sales of 100LL were 118.7 gallons. Both 100LL and Jet-A fuel sales are above average year-to-date over a ten-year period. Haley corrected the January fuel sales. She went back and looked at the meter readings and stated we actually sold 567.4 gallons of 100LL and 442.3 gallons of Jet-A in January. She corrected the January report.

2. Fuel resale and replacement values.

Haley stated the fuel costs increased significantly and provided an example of a \$0.40/gallon increase in Jet-A fuel cost between two weeks of the month. She stated we had a good sales month in gallons sold, but our markup is low for both fuels. 100LL and Jet-A fuel prices are currently \$6.45/gallon for 100LL and \$6.00/gallon for Jet-A. 100LL markup is \$0.50/gallon. Jet-A markup is \$1.00. Our cost for 100LL is \$5.95/gallon and Jet-A cost \$5.00/gallon.

3. Classroom and office events/activities.

Items noted are not including the regular Airport Commission meetings, Air Search, and the USFS. For the month of March we had twelve scheduled events with seven paying and five non-paying events. The non-paying events were GC SAR, CAT meeting, NRAC meeting, Victim's Assistance, and a BIC meeting (County). For the month of April we have fourteen total events with five paying and nine non-paying. The non-paying events include GC Economic Development (2), CAT meeting, NRAC meeting, GC Road Department, LCHP (Local Health), GC SAR, EOCA meeting, and Victim's Assistance.

Robert asked if we have lost revenue for the conference room due to the non-paying events. Haley stated she reviews this and if there is a paying event requesting to use the room she will notify the regular non-paying users so they can reschedule to a different location, so she is not seeing these interfere with revenue. She added that most of these non-paying events are in the evenings, so when paying events are scheduled they are typically daytime meetings and trainings.

4. Airport Maintenance Update.

- Weed Spraying. Haley stated the boiler continues to function normally, and the cooling tower is ready for the warm season. Grant Soil & Conservation District was onsite at the airport and sprayed approximately 32 acres in the gravel along all runways and taxiways as well as the hangar areas and the SEAT Base area.

## **Old Business**

1. Hangar Inspections.

Haley and Scott originally scheduled hangar inspections to take place today, but the weather did not cooperate, and as a result she doesn't have information to report on hangar inspections. She and Scott will reschedule and update when this is complete. Haley added she has had good response from hangar owners about scheduling times to meet.

2. Connect Oregon grant application status for RW 17/35 Widen & Reconstruction project.

Haley updated the commission on the latest ranking and prioritization of the submitted grant applications. She listened to two days of discussion with the FRC (Final Review Committee). The FRC ranked and prioritized all project applications, and they are submitting their recommended list to the Oregon Transportation Commission for final review and identification of project application awards. Our hope is that they accept the FRC recommended list because our RW 17/35 Widen & Reconstruct Project – Construction Phase currently sits above the \$46 million cut line which would result in our airport having the match funding available. Haley requested additional letters of support and Sheriff Todd McKinley submitted a letter the same day which was very well written. Barb asked for a copy of the letter of support submitted by Sheriff Todd McKinley. Kevin commented about maximizing dollars and how important it is for the Connect Oregon program to use this funding to leverage other large pots of funding such as projects in the FAA AIP.

## **New Business**

1. Haley's Corner.

- Airport hours of operation. The airport continues operating our non-peak hours of 8am-4pm Sunday – Saturday. The airport terminal was not closed during the month of March. The airport terminal is scheduled to be closed Easter Sunday, April 17<sup>th</sup>.
- Schedule. Haley does not have any changes to her schedule.

- Completed details list, ongoing projects/tasks - see synopsis. Haley highlighted some items from the completed details list: #2 completed and submitted all documentation including the closeout report for the ARPA funds and we received the \$22,000 reimbursement; increased fuel prices twice during the month; #8 went to County Court for the COAR grant agreement approval and signature for our RW 17/35 Widen & Reconstruct Project – Design; removed plywood panels from terminal entry fence; #17 Mascott Equipment was onsite for several items related to our USTs including completing cathodic testing, troubleshooting what is required for below our dispenser leak detection, troubleshooting and repaired the external audible alarm for high fuel volume level and max fuel volume level; prepared hangar inspection checklist; setup and tested PIN for Fuel Master smart card user; communication with our County Planning Department and City of John Day Planning Department related to land use and direct and secondary impact zones and how the City enforces this and how they should be communicating with the airport; ODA inspector onsite to complete the 5010 report (mentioned juniper trees slightly below the approach slope need to be cut).

2. Commissioners miscellaneous.

Barb asked if the County Road Department is going to remove the piles of juniper along the west fenceline. Haley spoke with Alan and he stated he was planning to let them sit for a year and then he would like to burn them. The commission would like Haley to discuss with the Road Department to have the piles removed. Barb also mentioned the juniper trees growing near and/or against their hangars. Haley stated she will discuss this with the hangar owners during the hangar inspections.

Robert had a conversation with Doug Ferguson, and Doug would really like to stay on the airport commission. He is working through some issues and asked for a little time. Haley stated Doug's term on the airport commission expires in December 2022.

Barb added information related to alternate aviation fuels. She believes getting rid of 100LL appears to be accelerating and we should be looking at getting above ground fuel storage for alternate aviation fuel. There was additional discussion about the impact alternate fuels have to current fuel tanks, if used, as well as the impact to aircraft fueling parts and engines. Haley stated she will continue looking for funding sources to also include alternate fuel storage. Kevin offered to call his contact for above ground fuel storage tanks to gather additional information.

## **Adjournment**

*MSP – Barb Temple/Scott Myers– to adjourn the meeting at 7:09pm. Unanimous.*

The next meeting is scheduled for Monday, May 9<sup>th</sup>, 2022 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](mailto:walkerh@grantcounty-or.gov) \*\*\*\****