



GRANT COUNTY REGIONAL AIRPORT COMMISSION MEETING MINUTES

July 11th, 2022

Present

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

Absent

Visitors

Kevin Bissell (T-O Engineers)
John Rowell

Robert Watt called the meeting to order at 6:33pm.

Minutes

MSP – Bob Bagett/Barb Temple – to approve the June 2022 meeting minutes. Unanimous.

Public Comment/Guests

1. USFS Update.
Haley did not receive an update from the USFS. She received an automatic email reply that Anthony is on a fire assignment.
2. ODF Update.
Haley received an email from Taylor Schmadeka (ODF) that helicopter 8CC will begin their contract on Monday, July 11th, and they will park at the airport on one of the helipads. Also, tanker 860 (SEAT plane) and their detection plane 08Q will start on Monday, July 11th.
3. AIP Projects Update.
Runway 17/35 Widen & Rehab. The Independent Fee Estimate is complete. Once we receive the FAA approval T-O Engineers will enter into an agreement with Grant County and begin design work.

Cheryl Berry arrived at 6:35pm.

The plan is to design this project during the fall and winter, bid in early 2023, and construction during summer 2023.

The County Court approved and signed the grant agreement for Connect Oregon VIII for the full 10% matching funds for the construction of this project. No local funds will be required due to receiving this full 10% match funding.

BIL funding for snow removal equipment. Haley asked Kevin about the BIL funding and if he has heard from the FAA on their agreement to fund the snow removal equipment project. Kevin has not heard if they have approved this. He suggested Haley contact Ben Mello (FAA) and ask if this will be eligible. If yes, then

follow state laws on bidding for this equipment.

Financial activity report for June

The June financial reports were submitted prior to the meeting.

There were no questions on the financial reports. Haley noted we ended the year positive in both the reserve and airport funds. We did not receive our final reimbursement in the 2021/22 fiscal year from ODA for retainage release from the North/Corporate Apron Project (AIP 012) which is approximately \$4,000. They have approved this retainage release, but payment has not been received.

Manager's Report

1. Fuel sales volumes for April, May, & June. Fuel sales volumes for June 2013- 2022.
The fuel report was included in the meeting documents. Fuel sales were significantly lower than average due to no fire aviation fuel sales during the month. We sold 909 gallons of 100LL and 1,658.2 gallons of Jet-A, and both were below average for the month over a 10-year period. Year to date sales were also well below average over a ten-year period at 4,403.8 gallons of 100LL sold and 3,990.9 gallons of Jet-A sold. Discounted fuel sales of 100LL were 171.4 gallons and 0.0 gallons of Jet-A.

John Rowell arrived at 6:39pm

2. Fuel resale and replacement values.
Current fuel prices are \$7.82/gallon for 100LL and \$6.25/gallon for Jet-A. 100LL markup is \$0.82/gallon. Jet-A markup is \$1.20/gallon. Our cost for 100LL is \$7.00/gallon and Jet-A cost \$5.05/gallon. We currently have 6,795 gallons of 100LL and 7,263 gallons of Jet-A in the tanks.

Haley compared our current price with the cost we paid for the fuel in the tanks and we would be in the hole over \$7,000 if we did not consistently keep up with rising fuel costs.

Robert asked if the airport is losing out on fuel sales and flowage fees with ODF operating one of their helicopters out of the Industrial Park. Haley stated based on the activity last year we are losing on both fuel sales and flowage fees. She explained that they receive their fuel deliveries off the airport property. Barb asked if there is any kind of regulations about transferring fuel from one truck to another and precautions and all the things the airport is required to do to receive fuel. Haley is not aware of what requirements the City of John Day has for this in the Industrial Park. The airport has to comply with the DEQ requirements as well as EPIC Fuels requirements when receiving fuel. The airport has a very detailed checklist as well as our Veeder-Root monitoring machine. Barb is concerned about the fuel transfers without precautions. Haley believes this is a valid point to bring up to the City of John Day Planning Commission. Cheryl stated there must be some sort of state-wide regulations for transferring fuel.

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 June, we had eleven scheduled events with six paying and five non-paying events. The non-paying events were Economic Development, CAT meeting, GC SAR, GC Sheriff's Department, and NRAC. For the month of July, we have seven total events with two paying and five non-paying. The non-paying events include CAT meeting, Victim's Assistance, GC Clerks Office, NRAC meeting, and Economic Development. There have also been several USFS meetings and trainings scheduled during the months of June and July.
4. Airport Maintenance Update.
 - Airfield mowing. The airport was unsuccessful finding a tractor and mower to borrow or rent from a local rancher, the Road Department, and the Fairgrounds. Ray Moles brought his Kubota tractor and brush hog to the airport and mowed for about an hour. He stated this equipment is not what is needed for our airfield mowing because it is tearing up the equipment and costing money to repair equipment.

He suggested contacting Frontier Rents to see about using their bobcat and brushcat. Haley spoke with Frontier Rents about our needs and objectives mowing our airfield. Brian at Frontier Rents said his bobcat and brushcat would work for what we need. The airport rented this equipment on Friday and began mowing with great success and zero issues. This equipment is very efficient and would be very useful to the airport year-round with several different attachments such as the brushcat, bucket, sweeper, and snowplow blade. Barb asked if we will be able to rent the equipment for our needs. The bobcat and brushcat rents for \$35.70 per hour if rented for a week (40 hours). Haley is looking for funding to purchase this equipment for the airport. Current funding options are ODA COAR grants and BIL funds. The cost of a new bobcat is \$80,000, and the attachments are approximately \$10,000 each. We can rent this equipment as needed and as Frontier Rents schedule allows. Scott suggested looking into Oregon Surplus as well as Tammy and Alan at the Road Department. Robert stated we need to let this go out to bid if we find the funding to purchase. Haley would like to surplus our tractor, brush hog, and both FOD sweepers if we were able to purchase the bobcat and additional attachments. These surplus sales would provide partial funding to purchase the new equipment.

Old Business

1. Barb asked about the cost noted in the synopsis about Eva Harris' property. Haley documented this so the airport commission was aware of this cost if there were any questions.
2. Bob asked about the status of the firearm at airport and if Haley spoke with Sheriff McKinley. Haley spoke with Sheriff McKinley and asked what ORS he was referring to. He stated this was out of Senate Bill 554 and suggested a trigger lock and keeping the firearm in a locked office. A trigger lock was ordered and installed on the rifle which is in a locked office, the ammo is separate in a locked safe inside a locked drawer in a separate office.

New Business

1. Airport Commissioner vacancy applications and recommendation. The County Court advertised the Airport Commissioner vacancy. One application was submitted from Frank Stinnett. Haley read a portion of the application submitted with Frank's aviation experience and his desire to support our airport.

MSP – Bob Bagett/Cheryl Berry – to recommend Frank Stinnett to fill the vacant Airport Commissioner position. Unanimous.

Haley will present this recommendation to the County Court at their next meeting.

2. City of John Day Planning Commission applications specific to the Industrial Park. The City of John Day has four Planning Commission applications affecting the Industrial Park. Haley spoke about these applications with limited knowledge due to not yet receiving the information from the City. These applications include allowing and approving residential dwellings, helipad operations by ODF, mixed-use development, and self-storage. Haley will email information to commissioners as she receives more. Robert stated he feels like the airport is being encroached on with flights outside the fence, residential and other building. He believes we need to slow this process primarily due to safety. Haley believes this is very important to note because the land use development code is difficult to enforce as this is not county property. Building not according to code starts degrading the safety and operation of the airport. Barb is concerned about the City allowing helipads with residences without security such as fencing and/or people when the helicopters are operating. There is nothing separating the helicopters from the public and private individuals and animals. Kevin suggested the County have an impact zone around the airport and have it zoned so that its compatible land uses are not going to impact the airport such as fields (as an example) not subdivisions with houses. Kevin added that all building in the Industrial Park needs to have a 7460 completed and submitted to the FAA. Kevin also suggested Haley contact the ODA to see if there are state statutes requiring zoning around airports for compatible land use and enforcement. Robert added that legal should be involved so that the City is aware of their liability. Scott is working with Harney County to share an enforcement agent on

these types of enforcement with zoning. Haley recommended voicing testimony to the City Planning Commission in writing and/or in person verbally at their meeting on Thursday, July 21st at 6:00pm. Barb is also concerned because ODF stated at our previous airport commission meeting they were looking at one to two helipads, but the ODF application states up to three helipads. She believes this increases the safety risk of the airport traffic and any neighboring areas and people, and these legitimate concerns should be brought up to their Planning Commission. Robert would like to have a letter from legal or ODA stating the liability is on the City of John Day for the operations of the helipads. He would like to ensure this is on the record at the very least in the meeting minute notes. Kevin suggesting asking why the City of John Day would have a helicopter operation on their property rather than on airport property that is regulated by the FAA and the ODA where the facilities are in place to handle this air traffic. **The airport commission would like Haley to draft a letter to the City Planning Commission spelling out these concerns affecting safety and airport operations. Also providing them a copy of the land use code for properties in close proximity of the airport and asking them to be considerate of these. Robert stated it would be great if ODA would speak with the City Planning Commission.** Haley will listen to the meeting recording from tonight, begin a draft letter for the airport commission, reach out to ODA to see if they can provide any support, and contact the County Planning Department as well as City Planning to gather all relevant information. Haley stated the City Planning Commission will likely want to hear if our airport commission as a group, or individual commissioners/pilots are in favor of supporting these applications or opposed. Robert stated he would love to see the Industrial Park fill up with businesses but they need to be made aware that things that are done over there will affect the airport, while suggesting mitigations so the City doesn't have problems and issues down the road. Safety being the priority was a major topic of conversation and discussed several times related to this topic. Radio communication, or lack thereof, needs to be pointed out to ODA. Barb believes airport commissioners and people with an interest should go to the City Planning Commission meeting in person so they can answer questions and clarify how things work. Perspective as an airport commissioner and pilot is very important. John stated familiarity breeds contempt and this can become a real problem. Robert stated we need to be really careful how we read this. There are safety issues and long-term issues with all the activity at the Industrial Park, and if there is no way to enforce what we need to have happen for safety issues then we need to find a way to get the City Planning Commission on board with the airport commission safety concerns. Haley stated a question for the City Planning Commission should be "how do you plan to enforce the code?" The new airport commissioner should be appointed Wednesday, July 20th and can also be asked to attend the City Planning Commission meeting. Haley will also try to make the meeting.

3. Wood pellet storage.

Haley has been working on partnering with Greg from Blue Mountain Hospital about wood pellet supply and storage. The airport uses 40 tons of wood pellets per year. Greg is working with a supplier out of Idaho, and we are working on storage for the 40 tons. There was a question if the pellets will be in bags or totes. Haley will seek clarification, and Robert will also speak with Greg.

4. Haley's Corner.

- Airport hours of operation. July 1st the airport began operating our peak hours of 7am-7pm Sunday – Saturday. There will be some Sundays when the airport will only be open from 8am-4pm due to staffing. The airport terminal was closed on Monday, June 20th in observance of Juneteenth and Monday, July 5th in observance of Independence Day. The airport is not scheduled to be closed during the month of August.
- Schedule. No changes to Haley's schedule.
- Completed details list, ongoing projects/tasks. Some items pointed out were: Haley reached out to county schools to see if they were interested in the FAA grants for aviation education (no school districts were interested); training with our airport intern; NOTAMs issued on AWOS message for ODF Heliport operations and airfield mowing; hangar ownership change coming for the Holthouse hangar (new owner to be Jeff Auxier, waiting on official paperwork); county hangar vacancy (Bob Wolf moved out of the area and Norbert Volny sold his airplane); visit with County Commissioner Elect John Rowell; submitted reimbursement requests for AIP projects; annual fuel audit with EPIC Fuels; vacation.

5. Commissioners miscellaneous.

Scott believes Frank Stinnett will be a great addition to the airport commission.

Haley shared that she received a phone call from the City of Burns about a reference check for T-O Engineers. Kevin Bissell stated that T-O Engineers was selected as the engineering consultant for the City of Burns Airport.

Adjournment

MSP – Scott Myers/Bob Bagett – to adjourn the meeting at 7:34pm. Unanimous.

The next meeting is scheduled for Monday, August 8th, 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 *******