



## GRANT COUNTY REGIONAL AIRPORT COMMISSION MEETING MINUTES

August 16<sup>th</sup>, 2021

### **Present**

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

### **Absent**

Doug Ferguson

### **Visitors**

Anthony Hernandez (USFS)  
Kevin Bissell (T-O Engineers)  
Tamsen Binggeli (T-O Engineers)  
Doug Waters

Robert Watt called the meeting to order at 6:29pm.

### **Minutes**

*MSP – Barb Temple/Bob Bagett – to approve the corrected July 2021 meeting minutes. Unanimous.*

### **Public Comment/Guests**

1. USFS Update. Anthony Hernandez  
Anthony stated the USFS is busy. He stated the last week there were some Jet-A issues, and they are trying their best with ODF and Oregon Emergency Services to help with our Jet-A fuel supply to deal with the local fires on our forest. He thanked Haley for helping out so they are able to show the need for extra fuel supply. He stated when they have this many aircraft here they have a bigger impact at the airport, so they are trying to be good neighbors to make sure the housekeeping is in good order, i.e. extra trash services paid by the large local fire. He asked if there is anything the commissioners are seeing that becomes an issue to please let him know so he can get it taken care of on their side.
2. ODF Update.  
Haley did not receive an update from ODF, and she believes they have been very busy. Anthony stated Taylor went to Lakeview to assist with some new fire starts in that area.
3. Environmental Assessment Project Update.  
Kevin stated the open house for the EA Project was today from 4:30pm – 6:30pm. There were a couple visitors in addition to the normal crowd of airport commissioners. He stated this was a mandatory meeting to see if anyone had any issues. The next step is to send all the project information to the FAA to finalize this project. The open house was the last hurdle to get over for approval.

### **Financial activity report for July**

There were no questions or comments on the July financial report.

## Manager's Report

1. Fuel sales volumes for May, June, & July. Fuel sales volumes for July 2012- 2021.  
The fuel report was included in the meeting documents. Haley stated she doesn't believe we sold as much fuel as we could have due to not having as much fire activity and the SEAT base not operating. We sold 2,108.4 gallons of 100LL and 5,630.4 gallons of Jet-A. Year to date we have sold 7,927.2 gallons of 100LL and 10,721.3 gallons of Jet-A.
  
2. Fuel resale and replacement values.  
Haley stated we raised our prices twice during the month of July. Once immediately after our July airport commission meeting and a second time a few days later due to the cost rising heavily. 100LL and Jet-A fuel prices are currently \$5.54/gallon for 100LL and \$4.89/gallon for Jet-A. 100LL markup is \$0.80 and Jet-A has a markup of \$2.05. Haley discussed the challenges of fuel. She stated the Jet-A inventory on August 3<sup>rd</sup> was over 6,700 gallons, but she ordered more fuel knowing we did not have the space in the tank at the time but anticipating we were going to be selling a large quantify of fuel. The earliest delivery date for Jet-A was August 13<sup>th</sup>. Haley called EPIC Aviation every day last week to see if they could find any trucks that freed up and to increase our order amount. They stated they were not able to delivery earlier or add additional fuel. One Wednesday Haley sent an email to our state contact, the USFS, ODF, Scott, and Robert to state her concern about our available Jet-A fuel amount. We were down to approximately 500 gallons of available Jet-A fuel. As a result of her email the USFS and ODF reached out to their contacts at the state level and they were able to source another fuel vendor, Titan Aviation. They committed to bringing us at least 4,000 gallons of Jet-A, and this delivery is expected this week. The paperwork on our end was completed and submitted this morning, and they will be delivering at least 6,000 gallons of Jet-A fuel. Haley added she already ordered another 7,500 gallons of Jet-A with an expected delivery date of August 23<sup>rd</sup>. Haley stated we now have a backup supplier with Titan Aviation as long as we are supporting fire aviation suppression efforts. Haley stated in her 5 years she hasn't experience lead times this long. Typically she sees 3-5 days for lead times on fuel deliveries. Haley stated she received a phone call from Sheriff Todd McKinley Friday afternoon discussing the need for larger tanks and storage for additional fuel for these situations. He believes we need bigger fuel tanks. Haley agreed, but it is a matter of funding. Haley stated another concern is 100LL lead time. She also ordered 5,000 gallons of 100LL on August 3<sup>rd</sup>, and the earliest delivery date is tomorrow (August 17<sup>th</sup>).  
  
Haley stated during the COVID-19 pandemic the FAA has been funding AIP projects at 100%. This would free up COAR grant money from the state. The max we can receive from the COAR grant is \$150,000. Also, Connect Oregon is opening for grant applications. The current plan is to apply with Connect Oregon for our Runway 17/35 widening project match requirement (over \$300,000). However, if the FAA funds all AIP projects at 100% we could apply with Connect Oregon for larger, above ground fuel tanks. There was brief discussion about a fuel truck.
  
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 July we had ten scheduled events and USFS used the room for training. Seven of the ten events were paying and three were non-paying. The non-paying events were Grant County SAR, Victim's Assistance, and a CAT meeting. For the month of August we have four total events. Three of the events are non-paying which include Victims Assistance, a CAT meeting, and an EOCA meeting.
  
4. Airport Maintenance Update.
  - Tractor. Haley thanked Robert for hauling our tractor to and from the LS dealer in Central Oregon. They connected their computer and regenerated our tractor. Airport staff took the tractor out this weekend to mow, but less than 20 minutes into mowing the regen light began flashing that it was about to go into regen mode. However, after two hours of waiting for it to regen it never completed the regen process. Haley tried manually regenerating the tractor, but it would not go through the process. He spoke with Justin at the LS dealer and he said when the tractor was at the dealership they regenerated the tractor, but they did not diagnose the reason why it would not regen and they did not test it afterword to ensure the issue was resolved. He requested we take the tractor back to the dealership so they can complete the regen, run it, and test it to figure out why it is throwing the regen lights but not actually completing the regen process.

- Fuel island leak and repairs. Haley reported we have a new 100LL hose, a new spring retractable reel, new braided connection between the filter and the hose, new parts inside the dispenser, new grounding cable, and no more leaks. Robert asked if it pumps any faster. Haley spoke with the technician as well as our EPIC Aviation fuel auditor (Dave Stoker) about our gallons per minute. She also tested the gpm and we are running at 10.5 gpm on 100LL. Dave said if we want more gpm we would need a bigger pump which would require additional parts, and it all depends on how much money we want to spend to get more gpm. Robert stated the gpm has slowed down. Dave said 10.5 gpm is not out of the ordinary and might be a little low, but this will cost money to get a new pump and parts. Haley added that all users need to be aware that spring retractable reel needs to be locked in before climbing up a ladder to fuel or it will try and reel back in.
- Cooling Tower. Haley reported that the cooling tower parts arrived, the technician arrived, and he rebuilt the fan. The bearings were almost completely gone, so this was a much needed fix. Scott asked what causes the bearings to be almost completely gone. Haley stated the bearings were starting to go out. She explained the safety reset switch and the adjustments made trying to keep the fans cooling before the parts arrived. Due to this the fan continued to operate until it finally completely quit due to the safety mechanism. We are now able to cool the terminal.

## **Old Business**

1. Perimeter fence repair project. Haley reminded the airport commission that this project is not 100% complete due to the fire hazard, but she wanted to let the commission know this is still on the table.
2. Fly-In & Breakfast – Saturday, September 11, 2001. There was discussion about moving forward with the Fly-In & Breakfast with the COVID-19 pandemic. She wanted to make sure there were enough pilots and their comfort level flying for this event. The pilots available are Robert Watt, Bob Bagett, Frank Stinnett, and Tom Berry. They will not require masks. She also discussed the breakfast. She spoke with the Squeeze-In about serving breakfast, and Shawn is having a difficult time finding help to keep the restaurant open, but she would like to be able to serve at the Fly-In & Breakfast. Haley will call her in the morning to let her know the event is still on, and she will begin advertising.

## **New Business**

1. Wifi boost to hangar area.  
Haley called Ortelco, and she is waiting for a call back from Kevin. She will circle back with them to see what the options are for boosting our wifi to the hangar area.
2. Office 2A tenant change.  
Haley stated that Greg Smith with the Small Business Association gave notice that they no longer need office 2A. Haley added that she has a waiting list for office space, and first on the list was Ray Moles. His wife, Vicky Moles will begin renting office 2A this week, and she is an employee of ODOT. Robert asked if the facility was what they needed or if something changed on their end. Haley stated they previously had a local employee working in the office every day, but they had a personnel change, and the new employee only used the office a handful of times, so they don't have a need for the office anymore.
3. Haley's Corner.
  - Airport hours of operation. The airport continues operating our peak hours of 7am-7pm Sunday – Saturday. Beginning August 29<sup>th</sup> we will begin 7am-7pm operating hours Monday-Saturday and Sunday from 7am-3pm or 8am-4pm depending on fire aviation needs. This is due to the departure of our summer intern, Ellie Justice. The airport was closed Sunday, July 4<sup>th</sup> in observance of Independence Day. There were no other closures during the month of July, and there are no scheduled closures during the month of August. Robert and Bob discussed giving our airport employees a local flight. Haley will send their morning schedule to the airport commissioners to help make this happen.
  - Completed details list, ongoing projects/tasks - see synopsis. Haley stated the airport staff is focusing on airfield mowing, terminal cleaning, replacing our automatic toilet flushers and faucets,

communication related to fuel inventory, many customers, and weeding around the hangars. There was additional discussion related to weed management. Haley would like to use a UTV with a large chemical tank to better manage the weeds. Our current process is inefficient, we are unable to keep up with the weeds, and we are not making progress. Robert asked if we need any kind of licensing for weed control and handling the chemical. Haley will check to see if there are any requirements. Scott stated that the county has a four-wheel with a spray tank on it. He and Haley will work with Frank to see about getting this to the airport for weed control. Barb stated this is worth pursuing.

- Schedule. Haley stated she does not have any changes to her schedule and no planned time off.

4. Commissioners miscellaneous.

Scott reported he spoke with Cliff Bentz and asked about Patrick Bentz (former Airport Manager). Patrick is now the curator at a model train museum and he and his family are doing well.

## **Adjournment**

*MSP – Bob Bagett/Cheryl Berry – to adjourn the meeting at 7:07pm. Unanimous.*

The next meeting is scheduled for Monday, September 13<sup>th</sup>, 2021 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) \*\*\*\****