

Airport Committee Meeting Minutes
February 24, 2020 – 6:00 pm
Ontario City Council Chambers

Committee Members:

Shay Myers - absent
John Freeburg – present
Jim Bain - present
Dale Cruson - present
Shawn Coleman - present
Jerry Trolard - present
Barbara Brody - present
Luke Keller - present

Ex Officio Members:

Norm Crum (City Council) - present
Adam Brown (City Manager) - present

Airport Manager/Staff: Dan Beaubien - present

FBO: Tom Frazier - present

Engineer – David Meyer, JUB

Guests: Pete Morgan, Mrs. Coleman

Meeting called to order at 6:00 pm by Jim Bain at the City of Ontario Council Chambers

Welcome new member: Luke Keller as alternate member

The Airport Manager explained new location for meetings will be held at Ontario City Hall. From this point on all meetings will be held in City Council Chambers. Dan thanked Tom Frazier of Frazier Aviation for hosting the meetings for the past eight years at the FBO.

Public Comments: Pete Morgan reported there were runway lights out due to broken lens. Not a safety concern. Airport Manager reported there are 264 runway lights with 4 runway and 6 taxi way lights out as of today. The bulbs have been ordered. Dan noted that 1 center light on runway 15 will be permanently removed because of its location or it will continually be hit. Upkeep of lights is an on-going need. There was discussion about need for full-time maintenance needed. Currently the airport is being under resourced.

- Recommendation for logging upkeep of items on Airport. Need for people like Pete Morgan to call in maintenance and not wait for a meeting. Also, if it is just a lens and Pete is driving the airport to fix it rather than wait. Dale and Dan will work on a reporting system for reporting items that require maintenance.
- Recommendation from committee that the City of Ontario implement a fulltime maintenance person for the airport. Not just someone from temp service but a person who understands the needs of the airport.

Approval of Agenda: Dale and John approved as submitted. Add BLM update into Old Business by Adam Brown.

Approval of Minutes: John and Shawn approved January 27, 2020 minutes as submitted.

Old Business:

- a. **Safety Program:** Dan reported he called a representative of the FAA but has not had response. Jim Bain wants to get together as pilots and discuss what the pilots could do locally with regards to communication and traffic patterns.
- b. **Sewer Update:** Adam Brown reported the work is 95% complete. Still need to patch asphalt, curbing and gutter.
- c. **TVCC Flight School** is still going well. Silver Hawk is teaching and TVCC's Julie Lynch is the lead for the program. Need to build a hanger and plan for expansion soon.
- d. **OSU Update, Barbara Brody:** Aviation Field Day is moving forward. Scheduled for May 7 and 8, 2020. Presenters confirmed. Addendum will be submitted to Dan. TVCC will be informed and participate. Barbara invited all City Officials. The Saturday prior will be a teacher education day on May 2, 2020.
- e. **FBO Report, Tom Frazier:** Safety of flight students from TVCC and proper communication in regard to spots they will do maneuvers was brought up. They are identifying the landmark areas for communication. IAA and Frazier Aviation will hold a Fly-In breakfast on March 21 at 8:00 am. Cameras at FBO are still not working. There were numerous comments about the need for the cameras including the police department. Dan and Adam noted the cameras are not working because of inadequate internet/bandwidth. In March, when the airport has additional bandwidth they should be up and running.
- f. **Manager report:** JUB has cameras at the end of each runway. The security cameras were discussed and the need and importance for the cameras to be working on an on-going basis.
- g. **JUB Engineer, David Meyer:** Reported they are closing out the design grant for the taxi lane and hold apron. All documents are being sent to the FAA. Will wait until money comes in 2021 to build it.
- h. **BLM Update:** David Meyer passed out drawings of proposed new location of BLM at the airport. Dan led a discussion. In the past we looked at other locations and FAA said, "No." FAA will not fund the proposed location. If there will be FAA funds used it has to be in the location that has been surveyed. Dan recommends the East side. The biggest issue is crossing the runway if not put on the East side and located in the NW corner.
Discussion about the noise for the houses with the East side location. The FAA has said the airport was located first. All the houses are zoned Light Industrial. Jim Bain brought up there are concerns about the location of the grass safety zone landing area and having to cross the runway. FAA states, "You need to follow the plan." Dan is working hard to make sure the plan is followed and adhered to.
BLM has been reaching out to the city to move the plan forward for a building. Adam Brown reported they met with the BLM 2 weeks ago. The national BLM office in Denver currently has money allocated to build at Ontario. Adam, Toby and Dan had a call with FAA last week and the NW build site plan jeopardizes future FAA funding. The following are the concerns:
 - 1. BLM building
 - 2. Future FAA funding
 - 3. Pavement and building
 - 4. City is looking for additional funding (Business Oregon, Eastern Oregon Boarder Board)

Overall, we are not looking for FAA funding for this BLM project. Plan is to build the building larger than today's needs for future growth. There is 6 months to a year for design concepts. Airport Layout Plan (ALP) determines what needs to be done.

Adam has had initial conversations with City Council but wants to make sure he speaks to all the committees before taking it back to the City Council.

Shawn Coleman does not like the FAA plan at all. It will create a pain for all the private pilots mixing within other plane traffic. Shawn thinks the plan for the NW corner is a better location. John Freeberg brought up there will be growth and we need to deal with it. Dale Cruson states we need to follow the FAA money. If the committee wants to move it to the NW corner it will extend the project 6-10 years to redo all the required steps such as site plan.

New Business:

- a. **Civil Air Patrol** – Dan was contacted by Civil Air Patrol to start a chapter. Dale reported EAA had a Board Meeting last Tuesday. Then today Dale met with Mrs. Nice from the Boise and Nampa civil air patrol chapters and is working out details
- b. **Flying Club and Gliders** – Ron Hanks approached some people about a glider club. People can have by-in into moving a club forward. By-laws are in place and being reviewed. Flying club fits niche for people who want to fly. Jim Bain stated, "You are not going to make this airport all things for all people. Let's be careful and look at the bigger picture." Luke Keller shared concerns about access and growth.

Committee Member Comments:

1. Jim Bain commented about concerns for growth.
2. Luke Keller commented about access, control, and people on the airport
3. Dan shared the growth is coming.

Airport Managers Report:

1. The future of job and position for full-time help
2. The importance of board members making it to meetings and quorum if the committee is going to have an impact on the future of the airport.
3. Reviewed Chapter 12 and information about alternate member filling in when a member is absent.
4. 2-12-10 items for review and what the committee does. This section was reviewed.
5. Leases updated for 2020 - Lease of airport hangers were discussed. Dan has spent a large amount of time tracking down leases. There is a need for compliance of leases. Dan is looking for support from the committee and follow through on correcting the past problems. Adam Brown suggested we review the document and bring it back for review. Adam also noted there is no economic activity generated by an inactive airplane. ACTION: Dan will share the new lease document for review by the committee.
 - a. There was discussion about the wording of the length of 20 years.
 - b. Hangers must have airworthy airplanes. There is Airworthy criteria according to the FAA.

- c. There are 18 hangers that are currently out of compliance. There are at least 12 hangers that have never allowed, City or Airport Manager access to the hanger to check compliance.
- d. The airport manager is charged with holding people accountable for the conditions of the lease.

There was a suggestion to reference the FAA regulations for all leases. Tom Frazier noted the need for the leasee to know, understand, and follow the FAA regulations. Second, is knowing who has airplanes for the Regional Category 3 based aircraft report. Dan cannot do his job without this information.

Norm Crum made a suggestion for a fine for infractions. Adam Brown stated, "If it is an FAA regulation the city must enforce them." Adam Brown has offered police support if needed.

- e. Weed Update: The sprayer is up and running. Dan has 2 days with the Correctional Institute to burn weeds.

Additional Comments:

Tom Frazier – Commented about NPIAS, National Program of Integrated Airport Systems, and the ability to maintain category 3 airport or become a category 2 per the request of the Mayor. He reviewed all the needs and standards to be met. Everyone needs to become aware of the NPIAS criteria.

Shawn Coleman directed a question to Tom Frazier to have fuel prices posted at the pump. Tom informed him that they are posted inside the building by the pump. Requested a sign being posted "out-front."

Norm Crum – Budget hearings begin March 10. At the next meeting we should have a budget update for the Airport budget.

Adjourned at 7:55 pm by Dale Cruson and Shawn Coleman