



## City of Salem Airport Advisory Commission

October 19, 2022  
6:00 PM- 7:00 PM Virtual

Si necesita ayuda para comprender esta información, por favor llame 503-588-6314

### **PARTICIPANTS**

#### Board Members

Kat Pence, Chair; John Foley, Vice-Chair; Douglas Brenizer; LTC Nathan Edgecomb; Neal White; Mike Morrow, Arnaud Verstuyf

#### City Council Liaison

Vanessa Nordyke, Councilor, 7<sup>th</sup> Ward

#### Staff

John Paskell, Irma Rivera

### **AGENDA**

1. Welcome and call to order
2. Approval of Agenda
3. Approval of Minutes from July 20, 2022
4. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda
5. Presentations
  - a. Oregon DHS-Emergency Management, Able Readiness Exercise – Spencer Karel
  - b. Vietnam Air War Remembrance Project Strategic Plan – Terry Juran
  - c. Airport Master Plan – Mitch Hooper
6. Reports
  - a. Tower Chief Report – Rob Broyhill
  - b. Airport Manager Report – John Paskell
7. Action Items
  - a. Metal Innovations proposed development
8. Items for Commission Discussion
  - a. Discuss upcoming meetings
9. Adjournment - PM

Next Meeting: January 18, 2023

This meeting is being conducted virtually, with remote attendance by the governing body. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at [AAC@cityofsalem.net](mailto:AAC@cityofsalem.net).



**MINUTES**  
**AIRPORT ADVISORY COMMISSION**  
Wednesday, July 20, 2022 - 6:00 p.m.  
Virtual Meeting  
[YouTube](#)



**1. CALL TO ORDER, ROLL CALL**

**Call to order:** 6:03 p.m.

**Roll Call:** John Foley – Vice Chair, Doug Brenizer, Kat Pence – Chair, Neal White, Mike Morrow, Arnaud Verstuyf

**Excused:** LTC Nathan Edgecomb

**Staff:** John Paskell, Irma Rivera

**Guest:** Robert Broyhill

**2. APPROVAL OF AGENDA**

**Motion:** Move to approve the July 20, 2022, Meeting Agenda as presented.

**Motion by:** Member: White **Seconded by:** Foley

**Action:** Approved the Meeting Agenda for July 20, 2022, as presented.

**Vote: Unanimous**

**Motion approved**

**3. APPROVAL OF MINUTES**

**Motion:** Move to approve the April 20, 2022, Minutes as presented.

**Motion by:** Member: Brenizer **Seconded by:** Foley

**Action:** Approved the Minutes of April 20, 2022, Minutes as presented.

**Vote: Unanimous**

**Motion approved**

**4. Public Comment**

- a. Email comments were submitted by Brent DeHart, Ron Sterba, Debbi Montgomery, Ron Peters, Tony Philips, Kim Allain (attached)

**5. REPORTS**

- a. **Tower Report:** Robert Broyhill  
**Comments/Questions:** N/A

- b. **Airport Manager Report:** John Paskell  
**Comments/Questions:** White, Broyhill, Foley

**6. ACTION ITEMS**

- a. **Commercial Air Services**

**Motion:** Recommend purchasing ground equipment

**Motion by:** Brenizer

**Action:** Withdrawn by Brenizer

**Motion:** Reaffirm support of commercial air service

**Motion by:** Brenizer **Seconded by:** White

**Vote: Aye:** Brenizer, Morrow **Nay:** Foley, Verstuyf, White, Pence

**Motion Failed**

**Motion:** Moved to recommend the AAC make a statement to the City Council reaffirming its support for Commercial Air Service and that City staff continue to investigate the costs associated with this effort and identify funding sources to cover those costs. Additionally, the ACC recommends the City move forward with the purchase of ground service equipment that have already been funded by the State of Oregon.

**Motion by:** Foley                      **Seconded by:** Verstuyf

**Action:** Approved

**Vote:** Unanimous

**Motion** Approved

**7. ITEMS FOR COMMISSION DISCUSSION: N/A**

**8. ADJOURNMENT:**

Meeting adjourned at 7:12 p.m. Next meeting October 19, 2022.

## Public Comments

**From:** Brent DeHart <[brentdehart@comcast.net](mailto:brentdehart@comcast.net)>  
**Subject:** FAA meeting tonight- PUBLIC IMPUT  
**Date:** July 20, 2022 at 2:48:06 PM PDT

Dear Members of the Airport Advisory Commission:

I am the owner of Salem Aviation Fueling, and the Chair for the Fly Salem Committee. The Fly Salem Committee is anchored by the Salem Area Chamber, Travel Salem, and SEDCOR (regional Economic Development entity). I have read the reports and agenda items for tonight's meeting. I wanted to share some perspective before you gave any recommendation to Council regarding Commercial (passenger) Air Serve at SLE.

We have one airline that has told us SLE is their #1 expansion location and would start flights in the 4<sup>th</sup> quarter of THIS YEAR if the terminal were ready. There is a second airline who has told us they will launch at SLE next Spring. The recruitment of commercial air is concluding with positive outcomes.

It is unclear still, without staff actually providing the consultants' reports as to what improvements are suggested, what are recommendations, preferences, and guidelines, vs actual regulations and codes. It is premature and imprudent to accept estimated costs based on consultant opinions when they make more money the more they convince the City to do.

The economic impact for the entire region is enormous, and that's what is at stake. There will be much more FAA money to preserve, protect, improve our regional airport, starting with a \$850,000 annual increase in just base FAA allocations.

We (Travel Salem, Salem Chamber, Fly Salem) have identified at least 4 strategies to fund necessary improvements that do not involve taking money from the general fund priorities such as public safety or homeless initiatives.

I have served City commissions as you do now- Parks, Traffic, and Ethics commissions, plus City Council. In my opinion, it is inappropriate for any city staff list or limit what recommendation options they have. What you recommend to council (the reason this group exists) needs to come from you, not from staff. The options given you are basically kill the regionally supported effort, or bring back another report in 6-8 months from now, having not moved forward on anything. This, when we have 2 airlines that would commit to coming in that same time frame if Salem expediently for its terminal ready.

Therefore, I would recommend a robust discussion on the recommendation to council, and using language you feel comfortable with and not just accept one of 3 choices. My recommended motion to add to your deliberations:

I move the AAC Reaffirm the AAC's support of Commercial Airline Service, and Recommend to Council that:

They direct staff to immediately work to identify potential funding strategies to bridge the gap from now until the service is paying its current and upfront costs and have a report back within a month. To Examine:

Value Engineering to lower the up-front costs

Clearly identify to Council what improvements are required by code and regulations, and which are TSA recommendations and guidelines, to determine the least investment and least amount of time to get the first carrier to start service.

Negotiate with FAA and TSA for partial implementation prior to start of service with a schedule for full implementation.

Move forward immediately with the purchase of GSE for which there are funds available.

Move forward with the hiring of additional staff (seen as a need regardless of commercial service)

I think you for your concern and time in service to the City and the Airport. Please call or email if you have any questions.

Brent DeHart 503-551-6463 Mobile

President, Salem Aviation Fueling and

Chair, Fly Salem Steering Committee [www.flysle.com](http://www.flysle.com)

**From: Ron Sterba <[ronsrv9a@gmail.com](mailto:ronsrv9a@gmail.com)>**

**Subject: Salem Commercial Air Service**

**Date: July 20, 2022 at 3:01:45 PM PDT**

I am in on Commercial air service to Salem . I sent a email to city council members indicating Salem needs commercial airlines here now . Frankly I'am scared to go to Portland in that crime wave hitting Portland this last year and catalytic converters stolen off automobiles in PDX's parking lot as reported by Portland TV Station recently.

Our McNary airport needs to be a regional municipal airport for the Willamette Valley. Our Salem community is at a fast pace in development. Count me in on recruiting a Airline. Last I want Say Start financially low on the needs of airline requirements and then on whats needed to satisfy future needs of commercial airline service.

My personal feelings of a one- building fits All. Salem terminal and FAA tower ( sticking up 40-50 feet) and Oregon Department of Aviation all in one two-floor structure which can be expanded to several airline gates as service grows and all entities sharing the rent.

Best Regards

Ron Sterba

Salem Oregon

**From: Debbi Montgomery <[rio142@msn.com](mailto:rio142@msn.com)>**

**Subject: Commercial Airlines**

**Date: July 20, 2022 at 12:13:35 PM PDT**

I have owned a hanger in Salem and have been there for 18 years when delta came in years ago my husband and I even though it was more expensive we still flew out to Salem Oregon Salem is the state capital and there should be commercial planes going in and out

**From:** <[info@salemaviation.biz](mailto:info@salemaviation.biz)>  
**Subject:** AAC Meeting  
**Date:** July 20, 2022 at 12:00:07 PM PDT

Hello Chairperson Pence,

I want to express my STROG support of having commercial air service in Salem.  
We have had STRONG interest from airlines and extensive interest from the community to having  
Commercial Air Service come to Salem.

I think the time is right, the interest is strong and the economic benefits are HUGE to this city.

I STRONGLY urge you and the AAC to vote FOR Commercial air service coming to Salem.

Ron Peters  
Salem Aviation Fueling

**From:** T Phillips <[tphillips777@gmail.com](mailto:tphillips777@gmail.com)>  
**Date:** July 20, 2022 at 4:02:39 PM PDT  
**Subject:** Air Service

Would love to see Commercial Air Service into Salem!

Tony

**From:** Kim Allain <[birdkim89@gmail.com](mailto:birdkim89@gmail.com)>  
**Subject:** Commercial Air Service at SLE  
**Date:** July 20, 2022 at 4:57:19 PM PDT

Hi there,  
I'm an exSle resident. Still own a house there. I fly into PDX every 3-4 months because service don't  
exist to SLE. I'd sure like to beat the I-5 headache

Kim 'Bird' Allain  
503-559-1145

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It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

## Airport Manager's Report – October 19, 2022

### **CURRENT PROJECTS:**

**FAA MALSR Replacement Project:** The FAA NavAids Technical Operations group is undertaking this project to replace the RWY 31 MALSR to a MALSF in Spring 2023. The primary runway will be closed for some period during construction and notice will be sent out when a schedule has been confirmed with FAA and their contractor.

**RWY 16 Tree Obstructions:** The owner of the Mission Lake property, which is adjacent to the RWY 16 approach end, has been very responsive to our request to remove the tree hazards and is moving forward on the removal of trees on the approach to that runway. They have been provided the survey data collected by the airport, are in touch with the survey company that conducted our initial survey and are getting quotes from tree removal companies in the area. I expect that we will see progress on that soon.

**Airport Master Plan Update:** The airport master planning consultant will be providing a presentation during the meeting and will be available for Q&A after.

**Air Traffic Control Tower:** As part of the bi-partisan infrastructure law passed by Congress in late 2021 Salem Airport was identified as one of 32 airports in the country to meet the eligibility criteria for a new air traffic control tower. The air traffic manager and airport manager have already had two meetings with FAA and their consultants, and the tower siting process is underway. The final site location is expected to be confirmed in March 2023, and new tower construction is expected sometime in 2025 or 2026. This project is fully funded by the infrastructure law and will not require airport funds.

### **FUTURE DEVELOPMENT:**

The airport is continuing work on a robust site development preparation effort for several lots on and around the airport to accommodate new development. The specific locations are the 8 acres south of Taxiway R, approximately 2 acres behind the B-17/FliteWing buildings, and roughly 11 acres off the airport, along Airway Drive, on either side of the Public Works Waste Transfer and Processing Facility. The site development efforts consist primarily of biological, archeological and wetland delineations to ensure that the airport is meeting its NEPA obligations. Approximately \$80,000 of this effort was funded through the State of Oregon and another \$45,000 was funded from airport operating funds.



Next steps will be to send the reports to the FAA Planner, Environmental Protection Specialist, and Airspace Analyst for approval, at which time the lots will be ready for development, likely later this year or early in 2023. There are currently six individuals on a waiting list ready to build new hangars, and the airport continues to receive request for off-airport industrial development on the Airway Drive lots.

### **COMMERCIAL AIR SERVICE:**

**Terminal Improvements:** Airport, Public Works, and Facilities staff, along with the airport's planning and architectural consultants are continuing work on plans, specs and estimated costs for terminal modifications to accommodate larger aircraft, increased TSA screening space, and any building code/occupancy constraints. City Council has asked staff to bring back estimated design costs for two options: 1) trying to make the program work inside the existing building footprint (renovations only), and 2) renovations and expansion of the hold room and baggage claim spaces to accommodate more people. A staff report with project design costs is being developed and will be on the October 24<sup>th</sup> City Council agenda.

**Ground Service Equipment (GSE):** The several pieces of equipment required to service airliners are in the procurement process. The first, and arguably most important piece is an ADA-complaint passenger loading ramp. Made right here in Oregon, the requisition has been sent, the new ramp is under construction, and estimated delivery is expected to be late-January. Next up will be a luggage belt loader, baggage tug and carts, and an aircraft push back tractor and associated tow bars for B-737 and Airbus aircraft.

**Airport Security Plan:** In advance of hiring security staff the airport is working with its consulting firm to begin development of the TSA-required Airport Security Program/Plan (ASP). The airport's previous ASP is outdated and was approved only as a partial program for aircraft serving fewer than 60 passenger seats. A new ASP will be required for aircraft with greater and 60 passenger seats and will be an airport-wide security plan, including all businesses, hangar owners, and others that require unescorted access to the airport. The goal is to have the ASP tentatively approved by TSA and then updated as needed once staff has been hired and service is scheduled to start.

## 2022 Salem Airport Noise Complaints

Month reported:

Month	Complaints					Running Total	Households			Monthly Average
	Fixed Wing	Jet	Helicopter	Military	Total		No. of Households	Repeaters	New	
January	0	0	0	0	0	0	0			0.00
February	0	0	0	0	0	0	0			0.00
March	0	0	0	0	0	0	0			0.00
April	0	0	1	0	1	1	0		1	0.00
May	0	0	0	0	0	1	0			0.00
June	0	0	2	0	2	3	0	2		0.00
July	1	0	0	0	1	4	0		1	0.00
August	3	0	0	0	3	7	0		3	0.00
September	0	0	0	0	0	7	0			0.00
October	1	0	0	0	1	8	0		1	0.00
November	0	0	0	0	0	8	0			0.00
December	0	0	0	0	0	8	0			0.00
<b>Yearly Total</b>	<b>5</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>8</b>		<b>0</b>	<b>2</b>	<b>6</b>	
<b>Yearly Average</b>	62.50%	0.00%	37.50%	0.00%				#DIV/0!	#DIV/0!	

**Monthly Comments:**

January	No Complaints Recorded
February	No Complaints Recorded
March	No Complaints Recorded
April	1 New: Helo: UNK Operation
May	No Complaints Recorded
June	2 Old: UNK Helo: Late Night ops
July	1 New: UNK Fixed Wing: Low Flying
August	3 New: Fixed wing: B-17 Event
September	No Complaints Recorded
October	1 New: UNK Fixed Wing: Low Flying
November	
December	