



City of Salem Airport Advisory Commission

January 18, 2023
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; Christopher Burkholder; Mike Morrow, Arnaud Verstuyf

City Council Liaison

Vanessa Nordyke, Councilor, 7th Ward

Staff

John Paskell, Irma Rivera

AGENDA

1. Welcome, call to order and roll call
2. Approval of Agenda for January 18, 2023
3. Approval of Minutes from October 19, 2022
4. Public Comment - Appearance of persons wishing to address the Board on any matter other than those which appear on this Agenda
5. Reports
 - a. Tower Chief Report – Rob Broyhill
 - b. Airport Manager Report – John Paskell
6. Action Items
 - a. Election of Officers
7. Items for Commission Discussion
8. Adjournment - Next Meeting: March 15, 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.

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

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.



MINUTES
AIRPORT ADVISORY COMMISSION
Wednesday, October 19, 2022 - 6:00 p.m.
Virtual Meeting
[YouTube](#)



1. CALL TO ORDER, ROLL CALL

Call to order: 6:01 p.m.

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

Guest: Spencer Karel, Ed Flick, Mitch Hooper, Terry Juran, Kim Wilmes, Craig Wilmes, Jacob Lupton

City Council Liaison: Vanessa Nordyke, Councilor 7th Ward

Staff: John Paskell, Irma Rivera

2. APPROVAL OF AGENDA

Motion: Move to approve the October 19, 2022, Meeting Agenda as presented.

Motion by: Member: White **Seconded by:** Morrow

Action: Approved the Meeting Agenda for October 19, 2022, as presented.

Vote: Unanimous

Motion approved

3. APPROVAL OF MINUTES

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

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

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

Vote: Unanimous

Motion approved

4. PUBLIC COMMENT - N/A

5. PRESENTATIONS

a. **Oregon DHS-Emergency Management, Able Readiness Exercise – Spencer Karel, Ed Flick**

Questions/Comments: Morrow, Foley

b. **Vietnam Air War Remembrance Project Strategic Plan – Terry Juran**

Questions/Comments: White, Edgecomb

c. **Airport Master Plan – Mitch Hooper**

Questions/Comments: N/A

6. REPORTS

a. **Tower Chief Report – Presented by John Paskell, Airport Manager on behalf of Robert Broyhill (Absent)**

Comments/Questions: N/A

b. **Airport Manager Report – John Paskell**

Comments/Questions: Morrow

7. ACTION ITEMS

- a. **Metal Innovations Proposed Development – Craig Wilmes, Kim Wilmes**
Motion: Recommend City Council support development and long-term lease
Motion by: White **Seconded by:** Foley
Action: Approved
Vote: Unanimous
Motion: Approved

8. ITEMS FOR COMMISSION DISCUSSION:

- a. **Discuss upcoming meeting frequency – Doug Brenizer**
Questions/Comments: Pence, Paskell, Verstuyf, Morrow, White, Foley

9. ADJOURNMENT:

Meeting adjourned at 7:32 p.m.

Next meeting January 18, 2023

Airport Manager's Report – January 18, 2023

CITY REORGANIZATION:

Several City departments have been or are in the process of being reorganized. Effective December 19th the Airport was reorganized under the Public Works Dept, and the Airport Manager now reports to the Public Works Operations Manager, Mark Becketl.

Some airport functions will remain with Urban Development, such as real estate and economic development, and all the Finance elements will remain with Urban Development until the beginning of the next Fiscal Year (July 1).

CURRENT PROJECTS:

FAA MALSR Replacement Project: The FAA Nav aids 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.

Airport Master Plan Update: The airport master planning process is underway, and a stakeholder kickoff meeting was held on December 14th with several entities, locally based businesses and pilots, and others in attendance. Three AAC Commissioners are involved in the master planning process. The city is in the process of developing a project website on the Airport page so that other can follow along and receive updates and other information as it becomes available.

Air Traffic Control Tower: The FAA's air traffic control tower siting process is well underway, with an onsite visit Thursday the 19th. 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.

COMMERCIAL AIR SERVICE:

In its meeting of Monday, January 9th the Salem City Council authorized \$2.4 million from the City's general fund to prepare the airport for the return of commercial air service in 2023, with a target date of the Memorial Day weekend for a first flight.

Terminal Improvements: Approximately \$1.8 million of that funding will be for terminal renovations to accommodate TSA baggage and passenger screening equipment, security access controls and similar upgrades to ready the terminal for passengers. Design efforts are continuing, and demolition/construction should begin sometime in February.

Staffing: The airport is adding several new positions, primarily Airport Security staff as well as additional airport maintenance/operations/security operators.

Ground Service Equipment (GSE): The several pieces of equipment required to service airliners that have been purchased will be delivered in the next several weeks.

Airport Security Plan/Program: 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). A new ASP will be required for aircraft with greater than 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 draft ASP tentatively approved by TSA in February and begin implementation of the program in the Spring. More information will be disseminated to airport users, businesses, and others on how the security changes will affect them as they enter, exit, and move about the airport.

NEW DEVELOPMENT:

CTEC Aviation Education Program

The Salem-Keizer School District recently purchased Hangar #3080, formerly the Entek building on 25th ST to relocate their existing drone program and expand into additional aviation programs at the Salem Airport. This project has been several years in the works and is now finally a reality. My thanks go out to the many airport businesses and pilots that have been participating with the program as they planned and prepared to establish an aviation education center at the airport.

Metal Innovations, Inc.

Following up from their presentation to the AAC in October, Metal Innovations has purchased the Carpenter Commercial hangar and adjacent vacant property, and that deal was closed in late December. I expect to see their relocation starting in early 2023 and new development occurring throughout the year. (And yes, the old Hawker will be going away.)

2023 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	1	0	1	1	0		1	0.00
February	0	0	0	0	0	1	0			0.00
March	0	0	0	0	0	1	0			0.00
April	0	0	0	0	0	1	0			0.00
May	0	0	0	0	0	1	0			0.00
June	0	0	0	0	0	1	0			0.00
July	0	0	0	0	0	1	0			0.00
August	0	0	0	0	0	1	0			0.00
September	0	0	0	0	0	1	0			0.00
October	0	0	0	0	0	1	0			0.00
November	0	0	0	0	0	1	0			0.00
December	0	0	0	0	0	1	0			0.00
Yearly Total	0	0	1	0	1		0	0	1	
Yearly Average	0.00%	0.00%	100.00%	0.00%			#DIV/0!	#DIV/0!		

Monthly Comments:

January 1 NEW: UNK Helo Multiple Passes

February

March

April

May

June

July

August

September

October

November

December