



AIRPORT ADVISORY COMMISSION URBAN DEVELOPMENT DEPARTMENT

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

Disability-related modification or accommodation, including auxiliary aids or services, in order to participate in this meeting or event, are available upon request. Sign language and interpreters for languages other than English are also available on request. To request such an accommodation or interpretation, contact the ADA Liaison at 503.588.6178 Urbandev@cityofsalem.net at least **2 business days** before meeting; or TTD/TTY telephone (503) 588-6439, is also available 24/7.

AIRPORT ADVISORY COMMISSION

Board Members

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

City Staff

John Paskell, Airport Manager
Caleb Saina, Staff Assistant

AAC@cityofsalem.net

Next Meeting: Apr 20, 2022

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 also fully complies with Title VI of the Civil Rights Act of 1964, and Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

MEETING AGENDA

Wednesday, January 19, 2022, 6:00 PM

****Due to the COVID-19 Pandemic, 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](https://www.youtube.com/watch?v=...). Please submit written comments on agenda items by 5:00 p.m., or earlier, one day prior to the day of the meeting at AAC@cityofsalem.net.**

1. Call to Order/Roll Call
2. Approval of Agenda
 - a. January 19, 2022
3. Approval of Minutes
 - a. October 27, 2021
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. Chair's Report
9. Adjournment

NOTE: Remember to declare potential or actual conflicts of interest prior to each item on the agenda.



DRAFT ACTION AGENDA AND MINUTES
AIRPORT ADVISORY COMMISSION
 Wednesday, October 27, 2021 - 6:00 p.m.
 Virtual Meeting
[YouTube](#)



www.cityofsalem.net/AAC

This Action Agenda/Minutes is supplemented by an electronic recording of the meeting, which may be reviewed at www.cityofsalem.net/AAC

1. CALL TO ORDER, ROLL CALL, AND APPROVAL OF AGENDA

Call to order: 6:00 p.m.

Roll Call: John Foley – Chair, Doug Brenizer -Vice-Chair, Ken Gettys, Kat Pence, Neal White, Brendan O’Mara
 LTC Nathan Edgecomb,

Absent: None

Guests: None

Staff: John Paskell, Anita Sandoval, Caleb Saina

2. APPROVAL OF AGENDA

Motion: Move to approve the October 27, 2021, Meeting Agenda amending it to remove item 6a - Letter of support for Commercial Air Service.

Motion by: Member: Gettys

The Motion failed for lack of a 2nd.

Motion: Move to approve the October 2021, Meeting Agenda as presented.

Motion by: Member: White Seconded by: Brenizer

Action: Approved the Meeting Agenda for July 21, 2021, as presented.

Vote: No: Gettys

Motion approved

3. APPROVAL OF MINUTES

Motion: Move to approve the July 21, 2021, Minutes as presented.

Motion by: Member: Pence **Seconded by:** Member: White

Action: Approved the Minutes of July 21, 2021, Minutes as presented.

Vote: Abstain: LTC Edgecomb

Motion approved

4. Public Comment – N/A

5. REPORTS:

a. Tower Report: John Paskell
Comments/Questions: Gettys

b. Airport Manager Report: John Paskell
 See attached presentation
Comments/Questions: Gettys, White, Foley

6. ACTION ITEMS –

a. Letter of Support – Commercial Air Service: John Paskell, John Foley, Ken, Kat.
Comments/Questions: Gettys, Foley, Pence
Motion: Recommends the Airport Advisory Commission hereby restates its support for the community-based commercial air service recruitment efforts and recommends that the Salem City Council support efforts to return scheduled air service to Salem’s McNary Field.

Motion by: Member: White **Seconded by:** Member Foley
Action: The Airport Advisory Commission hereby restates its support for the community-based commercial air service recruitment efforts and recommends that the Salem City Council support efforts to return scheduled air service to Salem’s McNary Field.
Vote: No: Member Gettys
Motion approved

- b. **Lease Waiver:** Electric Aircraft Charging Station: John, Ken John Foley.
Comments/Questions: White, Foley
Motion: Recommends approval of a Lease Waiver in support of Electric Aircraft Charging Station.
Motion by: Member: Gettys Second by: Member: Pence
Action: Approved a Lease Waiver in support of Electric Aircraft Charging Station
Vote: Aye: Unanimous

7. ITEMS FOR COMMISSION DISCUSSION: None

8. CHAIR’S REPORT

January meeting- Elect Officers.
Ken Gettys not seeking Re-Appointing. Brendan O’Mara not seeking Re-Appointing.

9. ADJOURNMENT:

Meeting adjourned at 6:45 p.m. Next meeting January 19, 2022

Airport Manager's Report – January 19, 2022

2022 Taxiway Improvement Project: Carrying over from 2021, this project is expected to begin in May and be completed by end of summer. A brief reminder as to the scope and funding mechanisms of the project:

The FY20 federal supplemental airport grant program, CARES Act matching funds, federal FY20 and FY21 non-primary entitlement grants, and airport operating funds are being used to provide a robust taxiway improvement and maintenance project this summer. Total project cost will be approximately \$2.3 million. The attached map highlights the various work areas:

The blue section is the complete removal and replacement of the concrete portion of Taxiway C to an asphalt taxiway.

The yellow section will be an asphalt mill and overlay of Taxiway K between Taxiways C and A. Taxiway K west of Taxiway A will be renamed Taxiway C, and the remaining portion of Taxiway K will be renamed A2.

The red sections are the removal of asphalt sections of an old closed taxiway, east and west of the Compass Rose.

The green areas are pavement maintenance of a variety of other taxiway surfaces. Maintenance will include both crack sealing and, in some areas, a seal coat application.

Airport Master Plan Update: The airport expects to kick off its master plan update in mid-2022, at a yet-to-be-determined date. The initiation of the master planning process will be dependent on the federal grant award cycle, which is typically anywhere between May and August. Once the project has been initiated, the grant has been awarded, and a project scope has been approved, a Planning Advisory Committee (PAC) will be formed and will include at least one member of the Airport Advisory Commission. Please let me know if you have an interest in participating, and I will add your name to the list of potential committee members.

Air Service Development: The community's air service development committee continues to have conversations with multiple airlines interested in serving the Salem market, and it is possible that a letter of interest/intent from at least one air carrier could come in early 2022. If a letter of intent is received, it will likely include a request from the airline for the City to waive fees for up to 24 months, which is the maximum allowed by FAA. This request would require an AAC vote to provide a recommendation to Council and then Council approval. The letter of intent would also trigger a formal request to TSA to begin the process of installing of passenger and baggage screening equipment.

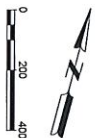
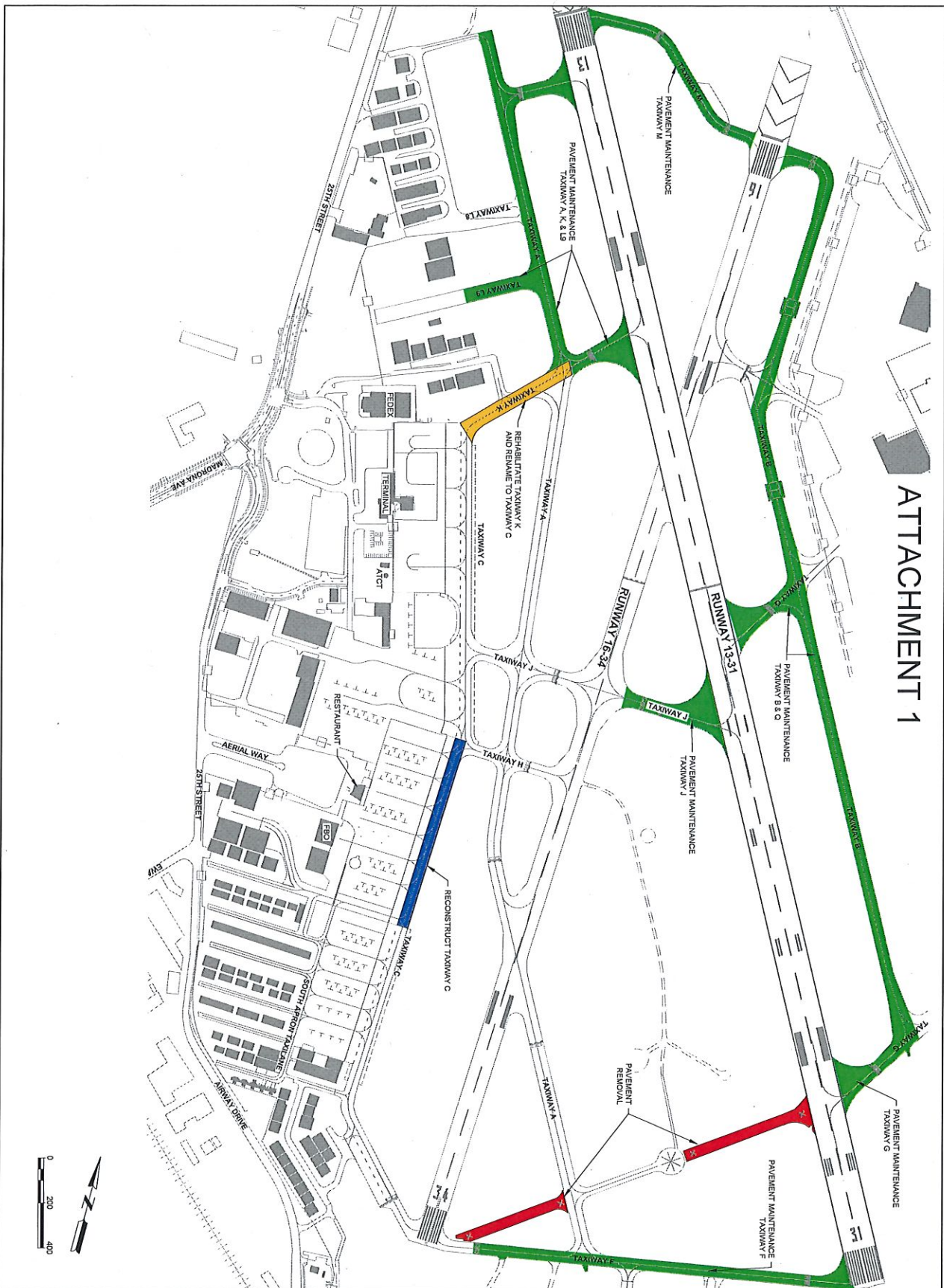
The application window for the next round of Small Community Air Service Development (SCASD) grant applications is expected to be open in early 2022, and in its meeting of December 6, 2021, City Council approved the staff request to apply for a SCASD to apply for a grant. As a reminder, should the City be awarded a SCASD grant I will have to return to Council to accept the grant, which would require AAC review and a recommendation to Council, likely sometime this summer.

City Staffing Updates: You may have heard that the Salem City Manager, Steve Powers, announced his retirement effective the end of February. While the City Council conducts its search for a replacement, the Urban Development Director, Kristin Retherford, who is also my supervisor, has been tasked with acting as the Interim City Manager. During that time, along with several other divisions within Urban Development, the Airport will report directly to the Community Development Director, Norman Wright, until a permanent City Manager is hired and the Urban Development Dept. returns to its normal posture.

There is also expected to be a major shift in the makeup of the Salem City Council later this year. The Mayor and several City Councilors have either decided to retire, not seek reelection, or are campaigning for seats in the state legislature or other government organizations.

It is unlikely that these changes will cause any noticeable shift in the day-to-day business of the airport, but there could be unforeseen impacts or delays depending on the situation and depending on whether a permanent City Manager or a newly-seated City Council would be a more appropriate approving authority.

ATTACHMENT 1



MEAD & HUNT
AT YOUR SERVICE

SHEET PREPARED BY:
Mead & Hunt

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Phone: 503.277.9944
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**SALEM AIRPORT -
MCNARY FIELD
TAXIWAY C
REHABILITATION &
PAVEMENT
MAINTENANCE**

NO.	DESCRIPTION	DATE	BY

REVISIONS:

HORIZ DATUM:
VERT DATUM:
HORIZ SCALE:
VERT SCALE:
DESIGNER:
DRAWN:
CHECKED: RJB
APPROVED:

SHEET TITLE:
**TAXIWAY C
REHABILITATION
PROJECT AREAS**

SHEET 1 OF 1

2021 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	2	2	2	0	2	0.00	
April	0	0	0	0	0	2	0		0.00	
May	0	0	0	0	0	2	0		0.00	
June	0	0	0	0	0	2	0		0.00	
July	0	0	1	0	1	3	0	1	0.00	
August	0	0	0	0	0	3	0		0.00	
September	0	0	0	5	5	8	0	5	0.00	
October	0	0	0	0	0	8	0		0.00	
November	0	0	1	0	1	9	0	1	0.00	
December	0	0	1		1	10	1	1	0.08	
Yearly Total	0	0	3	7	10		1	0	10	
Yearly Average	0.00%	0.00%	30.00%	70.00%			0.00%	1000.00%		

Monthly Comments:

January	No Complaints Recorded
February	No Complaints Recorded
March	2 New: Helo: Military Night Training
April	No Complaints Recorded
May	No Complaints Recorded
June	No Complaints Recorded
July	1 New: Helo: UNK Operation
August	No Complaints Recorded
September	5 New: Military: US Army Night Training
October	No Complaints Recorded as of 10/21/21
November	1 New: Helo: UNK hovering over West Salem
December	1 New: Helo: UNK hovering over 21st.

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	0	0	0	0	0			0.00
May	0	0	0	0	0	0	0			0.00
June	0	0	0	0	0	0	0			0.00
July	0	0	0	0	0	0	0			0.00
August	0	0	0	0	0	0	0			0.00
September	0	0	0	0	0	0	0			0.00
October	0	0	0	0	0	0	0			0.00
November	0	0	0	0	0	0	0			0.00
December	0	0	0	0	0	0	0			0.00
Yearly Total	0	0	0	0	0		0	0	0	
Yearly Average	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			#DIV/0!	#DIV/0!		

Monthly Comments:

- January No Complaints Recorded as of 1/11/22
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December