



**DRAFT ACTION AGENDA AND MINUTES**  
**AIRPORT ADVISORY COMMISSION**  
 Wednesday, July 18, 2018 - 6:00 p.m.  
 Airport Terminal  
[www.cityofsalem.net/AAC](http://www.cityofsalem.net/AAC)



This Action Agenda/Minutes is supplemented by a partial electronic recording of the meeting, which may be reviewed at [www.cityofsalem.net/AAC](http://www.cityofsalem.net/AAC)

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

**Call to order:** 6:07 p.m.

**Roll Call:** Bob Hidley – Chair, Robert Underwood - Vice Chair, Neal White, John Foley, Doug Brenizer

**Absent:** Mary Ann Lebold, LTC Brian Houston

**Staff:** Kristin Retherford, John Paskell, Darci Palmer

**Guests:** Ron Sterba, Brete Harrison, Art Bobrowitz, Spencer Karel

**2. APPROVAL OF AGENDA**

**Motion:** Move to approve the Amended July 18, 2018 Agenda.

**Motion by:** Foley **Seconded by:** Underwood

**Action:** Approved the Agenda for July 18, 2018 as amended.

**Vote:** Unanimous

**Motion approved**

**3. APPROVAL OF MINUTES**

**Motion:** Move to approve the April 18, 2018 Minutes with correction.

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

**Action:** Approved the Minutes of April 18, 2018 Minutes with corrections.

**Vote:** Unanimous

**Motion approved**

**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. Commercial Air Service – Brete Harrison**

The Chair requested the Commission vote on sending a letter of support to the Council. Since the item was not listed as an Action Item on the Agenda, it was agreed by consensus to hold a Special Meeting of the Commission on Monday, July 23, 2018, at 4:00 p.m. to consider the question.

**6. REPORTS**

**a. Tower Report – John Paskell**

The number of operations through June 2018 is 21,129, a positive of +3,745 or 21%, and is on track to break 40,000 for the first time since 2010. The OPS approach for Runway 13 will be published in October.

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

- Introduction of Darci Palmer, new Airport Office Assistant.
- Thank you to Kristen Retherford for help over the last few months filling in for John’s absence.
- As of 7:00 p.m. the runway is back open. The runway repaving project is on schedule and under budget.
- FAA inspection of safety areas happened today. Inspector was very pleased.
- B-17 event to be held August 3<sup>rd</sup> and 4<sup>th</sup>.

**c. Other Reports:**

**Airport Emergency Preparedness Committee – Neal White**

- FEMA will perform an airport assessment for Salem in June 2019.
- The control tower has been seismically upgraded.
- In the event of an actual earthquake, the 125<sup>th</sup> STS Squadron out of Portland will do an assessment of the airport after the shaking stops to make sure that the C-130 will be allowed to land.

**7. ADJOURNMENT:**

Meeting adjourned at 7:25 p.m.

**Transcribed by:** Darci Palmer | **Reviewed by:** Anita Sandoval | **Edited by:**

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