



Where Life is Sweet

AIRPORT ADVISORY COMMITTEE

1600 Airport Way

July 06, 2022 at 4:00 PM

AGENDA

1. CALL TO ORDER / ROLL CALL
2. MINUTES
 - A. Minutes of the June 1st Meeting
3. PUBLIC COMMENT
4. FINANCIAL REPORT
5. AIRPORT MANAGER'S REPORT
 - A. Update on the Apron Project
 - B. QT Pod Update
 - C. Discussion of new T-hangar Construction
6. MISCELLANEOUS ITEMS
7. ADJOURN

**** AMERICANS WITH DISABILITIES ACT NOTICE****

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Minutes of the Airport Advisory Board Meeting Hermiston Municipal Airport

June 1, 2022

Airport Terminal, Hermiston, Oregon

Call to Order

The meeting was called to order at 4:00 pm.

Roll Call

Members present: Dan Burns, Ron Linn, Josh Burns and Seth Shaw. Absent Mike Martin. Staff present: Mark Morgan from the City of Hermiston and Rolf Anderson Leirvik of Gorge Aviation Services.

Agenda

The Agenda was unanimously approved.

Approval of the Minutes

The minutes from the May 4, 2022, meeting were unanimously approved.

Public Comments

None

Financial Report

Since this meeting was held on the first of the month the financial report for May was not complete at this time.

Managers' Report

1. Rolf Leirvik discussed the completed Ramp construction project. The Contractor substantially completed the work on May 27, 2022. The project went well with no significant delays or impact to the Airport users. The contractor will return in about 30 days to apply the second coat of paint.
2. Mark Morgan discussed long range plans to construct new hangars using new funds available from the FAA over five years. The plan is to replace the open hangars with enclosed T-hangars. The Board noted the strong demand for hangars at all of the Airports and the fact this Airport continues to maintain a waiting list for hangars.
3. Rolf Leirvik reported that K2 Aerial Applicators has been presented the Facility Use Agreement for execution with a start date of June 1, 2022. The Airport completed placing and compacting the 60' x 60' pad and it is ready for K2 Aerial Applicators to move its equipment to the pad. K2 Aerial Applicators has been reminded to remove the remainder of its equipment from the Airport as agreed.

4. Rolf Leirvik reported that the QT Pod continues to have significant down time due to problems with the telephone lines. The result is that someone needs to be available to manually assist with fueling and process the credit card on the Airport's inside card reader. After thorough discussion and upon a Motion made and seconded the Board authorized the purchase and installation of a new QT Pod for approximately \$25,000.00 and directed that the funds contained in the fund designated for new hangars be used. The Board reiterated the importance of having reliable 24 hour availability of fuel for the aircraft.
5. Rolf Leirvik presented ideas for new chairs for the Terminal building. The Board authorized the purchase of 8 chairs for approximately \$150.00 per chair.
6. Adjournment: The meeting was adjourned a 4:45 pm.

Next regular meeting date: Wednesday July 6, 2022.

Mike Martin, Chairman