



AIRPORT ADVISORY COMMITTEE

Municipal Airport- 1600 E. Airport Way

Where Life is Sweet

September 04, 2024 at 4:00 PM

AGENDA

1. CALL TO ORDER / ROLL CALL
2. MINUTES
 - A. [Minutes of the August 7th Meeting.](#)
3. PUBLIC COMMENT
4. FINANCIAL REPORT
5. AIRPORT MANAGER'S REPORT
 - A. Fuel Sales
 - B. Update on Airport Projects
 - C. Update on Runway PIP Project
 - D. Fuels System Repairs and Services
6. MISCELLANEOUS ITEMS
7. ADJOURN

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Minutes of the Airport Advisory Board Meeting Hermiston Municipal Airport

August 7, 2024

Airport Terminal, Hermiston, Oregon

Call to Order

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

Roll Call

Members present: Jessie McCormamach, Nicole Westing, and Dan Burns. Absent: Keith Ellis and Josh Burns. Staff present: Rolf Leirvik.

Agenda

The Agenda was unanimously approved.

Approval of the Minutes

The minutes from the July 3, 2024 meeting were unanimously approved.

Public Comments

No comments

Financial Report

There was no report available for this meeting.

Managers' Report

1. Fuel sales for the month of May were reviewed.
2. Work on the new hangar project has been suspended pending resolution of the contractor's supplier issues. This supplier issue will delay the completion of the hangars for several months. It is now estimated that project will not be complete until March of 2025.
3. Staff discussed that the Pavement Improvement Project is being completed on August 8 and 9, 2024. The total work included approximately 15,000 feet of crack repairs, replacement of some asphalt and new paint for the runway.
4. Staff discussed the five year FAA Capital Improvement Plan (CIP) for the Airport. Due to FAA financial constraints it appears the next large Airport project will be a runway overlay/extension in the 2030-2031 time period.

5. There was a discussion of an emergency drill that will be conducted on September 17, 2024. This exercise is being conducted by Emergency Management and will simulate a hazardous material incident on the Airport and the necessary response to that event.
6. Staff announced that Andrew Kilgore has sold his hangar. The new buyer plans to add some additional space to the hangar and improve the taxi-lane to the taxiway. After thorough discussion and upon a motion made and duly seconded the Board unanimously recommended that the City execute a new lease with the new buyer.

The meeting was adjourned at 4:45 pm.

The next regular meeting date: Wednesday September 4, 2024.

Dan Burns

DRAFT