



**AGENDA
AIRPORT BOARD WORKSHOP/
MEETING**

**February 12th, 2009 – 3:00 p.m. – Kelso City Hall (council chambers)
203 South Pacific, Kelso, WA 98626**

1. Call to Order
2. Approval of Minutes of December 11th, 2008
3. Acknowledgment of Vouchers
4. Public Comments
5. FBO Report
 - a. Life Flight Update
 - b. Board questions
6. Airport Manager Report
 - a. Written Report
(Includes Hangar Waiting list and Repairs updates)
7. Public Works Director Report
 - a. Security Plan/Camera Update
 - b. Master Plan Update
 - c. Hangar Construction Update
 - d. Wildlife Management Plan Update
8. Adjournment - Next meeting date March 12th, 2009



KELSO-LONGVIEW REGIONAL AIRPORT

“Molt Taylor Field”

Airport Board Meeting
City Council Chambers
203 S. Pacific, Kelso WA 98626
Thursday, February 12, 2009

Those present were as follows:

Airport Board:

George Raiter, County Commissioner
Gerald Malella, City of Kelso
Ken Botero, City of Longview
Darold Dietz, Port of Longview

Staff

David Sypher, Director of Public Works
Becky Hill, Department Assistant
Denny Richards, City Manager
Don Bell, Assistant Airport Manager

1. Call to Order: Meeting was called to order at 3:00 PM by Chairperson Darold Dietz
2. Approval of Minutes of December 11, 2008 – Motion made, motion second, motion passed. Dwight Irby had a comment about the minutes being taped as they used to be. They are in fact being taped.
3. Acknowledgment of Vouchers- submitted for payment in January 2009 in the amount of \$2,969.81 - voucher expenditures acknowledged
4. Public Comments –Dwight Irby welcomed Mr. Raiter to the Airport Board.

Dwight Irby had a question about utility lines that were installed for the Life Flight Company when we do not have a contract with them nor a place selected at the airport for this type of operation, who paid for this work and did it come out of the Airport budget?

David Sypher advised the Airport Board that staff was acting on a request from the former Chair of the Board to make this installation happen quickly. He stated that he applied to the county to ask for some flexibility on the \$50,000 grant money that was received so that these utilities (water & sewer stubs) could be installed directly on the lines that was the best location at the time. Since then there have been discussion about other site location for this type of operation. At the time this was the area that was best for this operation following discussion with URS and other staff members and later on there were other discussions and other sites located on the master plan.

Mr. Malella asked if Air Ambulance services does not use the hookups, can they be used for something else and how fast can they be hooked up for their installation of utilities?

David advised the hook-ups could be used for something else and it basically cuts 30 to 60 days off the process and now is ready to go. If they had been in place when they first came in they could already be in as long as FAA gave their approval for the site plan, they would be ready to go.

Mr. Earl Longdon-Clary Aviation, Auto Group and JH Kelly Aviation Group- asked how the grant money was originally to be used for.

It was Economic Development money for the Enhancement of jobs in the local area. One of the things we specifically asked for was to augment the hangars that are being constructed. We then went back to the County Commissioners to ask them to amend the grant; we advised there was the potential for an Air Ambulance group and asked if we could do the stubs for the utility lines. They fully understood our request and gave us that permission.

5. FBO Written Report –

- a. Life Flight Update – Denny provided a history of Life Flight location requests.

Mr. Malella asked what were the reasons that Life Flight wanted to leave the hospital if most of their trips were in transporting patients from that facility to another? Denny told him the quarters are not located near their machine and they like to be airborne within 5 minutes of receiving a call as the copter is located at the roof and they are in some quest quarters somewhere on the grounds, they do not have fuel up at the hospital, mechanical issues as well, there are also safety and operational factors as well. They launch out of there to go to the coast. If the weather is such that it is instrument conditions even out on the coast, there is no instrument departure procedure from the hospital so they basically could not launch. If they are at an airport that has a published instrument departure procedure like here, they can launch from this airport.

Darold asked if Denny could maybe bring in a map of the airport for clarification.

- b. FBO business is slowing due to the economy.

6. Airport Manager Report – Want to thank Roger Harper from the Public Works department for his diligence in installing the video cameras on top of the Airport. It is up and running and information is up on the web for all to view. Because of all the rain and water there is more ponds than usual, and more ducks and geese than normal so we are out there aggressively hazing the problem. Airport Manager was at the airport overnight during the flood. Coast Guard was working out of the airport doing rescues in Chehalis as they could not get back to Astoria so we found them rooms. Also damage assessment teams showed up and we were supporting them as well.

Hangar list is down to 39 on the waiting list.

Question was brought up about the abandoned aircraft on the north ramp. David told of the process and it is being handle through the Nuisance Abatement Officer to move that

junk vehicle and he will have so many days to remove that vehicle like any other vehicle left on the a city street.

7. Public Works Director Report

- a. **Security Plan** – Public Works did a great job in specs, design and install the camera. The Department of Transport was going to help us install it, but his supplier ran into procurement process problems, so we had to do a competitive bid. It is in and working well. We are having the Jail Crews clean the brush from various areas at the airport. We want to get all areas so we can maintain them with the mower.

We will be drawing up a resolution to take to council about the fees for the cards. We will leave on the agenda until it is all ready to go.

- b. **Master Plan Update** – The Master Plan is progressing on schedule. Jerry Sorrel gave out a written report.

- c. **Hangar Construction Update** – One Corporate Hangar is almost completed and has a committed tenant. In regards to the T-Hangars, the contractor currently has 5 firm occupants, another 5 that he feels pretty good about and 15 overall that are decent possibilities.

There are some soil suitability issues that have been raised. David will respond to the contractor. In our RFP, it is clear that it's on the developer to do the site prep and any site investigation. We differ on this point and we are going to wait on more information and then we will talk and get this ironed out. David wants this to be a win-win situation. I don't want the city to be at odds with the developer because this is a great asset estimated to be between 2 and 3 million dollars worth the hangars. He is within his time allowed rights to not build the other corporate hangars at this time, but it is all addressed in the RFP about the timeframe that if the developer has not built in so many years, we can take them back from him, but he does have a time limit.

- d. **Wildlife Management Plan**- Has not been adopted but we are implementing the brushing plan recommended with the jail crew. David has updated the plan with staff comments and submitted it to FAA and will be bringing it to the board when it is received.

Questions were asked about the hangar gutters. Denny said that one of the tenants installed a piece of gutter to his hangar and it seems to be working. David stated that if the city does it, we have to comply with the storm water rules and building codes and transport that water from the building and just not let it free fall onto the ground.

Don Bell wanted to thank the Jail Crew for the fine job that they are doing, and asked that this board thank them.

The next meeting is March 12, 2009 at 3:00 PM at City Council Chambers at 203 S. Pacific.

Meeting Adjourned at 4:30 pm.

Becky Hill, Recording Secretary

Darold Dietz, Chairman