

OREGON STATE AVIATION BOARD
Approved Meeting Minutes

January 18, 2006

Roseburg, Oregon

The Oregon State Aviation Board met on January 18, 2006 at the City of Roseburg City Hall.

Board Members in attendance included: Board Chair Mike Burrill and Chris Corich. Board Members and other guests joining in via teleconference included: Board Members Steve Beckham (joined at 2:00 PM) and Carrie Novick; Oregon Airport Managers Association (OAMA) Ann Crook. Oregon Department of Aviation (ODA) employees in attendance included: Director Bob Hidley; State Airports Manager Larry Weber; Executive Assistant and Board Secretary Betty Gaffke; Fiscal Manager Jennifer Kellar; and Airport Safety Inspector Tralee Chiusano; Department of Justice (DOJ) Lynn Rosik. Guests in attendance included: Department of Administrative Services (DAS) Facilitator John Bickers; Mead & Hunt Inc.: Project Manager Stephanie Ward, Senior Aviation Planner Mark Nelson; and Aviation Planner Kevin Mulcaster; Oregon Pilots Association (OPA) Joe Smith; General Services Aviation Manager at the Eugene Airport Phil Groshong; Oregon Aviation Historical Society Carol Skinner and Wilbur Heath; City of Lakeside Mayor Ed Gowan and Susan Chancy; Sportsman Airpark Jerry Dale; Columbia Helicopters, Inc. Joel Scoggin; Positive Aurora Airport Management (PAAM) Ted Millar; Independence State Airport representative Ken Kardwick; Umpqua Economic Development Partnership (UEDP) Hulga Conrad; Southern Oregon Warbirds Frank Sutton; Field Representative for U.S. Senator Gordon Smith Terri Moffett; City of Roseburg Commission Bob Russell; City of Roseburg Terry Weddy, Debi Bassett and Eric Swanson; and Roseburg citizen Eric Ohlsen.

1 CALL TO ORDER:

Chair Burrill called the meeting to order at 9:06 AM.

2 ACTION ITEM: Agenda Adjustments

Chair Burrill stated a quorum was not present at this time so all motions would be made after 2pm when Steve Beckham arrived.

Chair Burrill gave a short presentation on the relationship between ODOT and ODA's Master Plan. Chair Burrill requested Board members send their comments regarding ODOT's Plan to himself or Director Hidley.

3 INFORMATION ITEM: Board Member Activity Update

Chair Burrill attended an Oregon Historical Society meeting and an Oregon Business Association (OBA) meeting.

Board Member Beckham also attended the OBA meeting.

Board Members Corich and Novick had no new aviation related activities to report.

6 INFORMATION ITEM: Mead & Hunt Planning Update

Stephanie Ward, Project Manager for Mead & Hunt gave a presentation concerning the Economic Impact Study, State Aviation System Plan Update Study. Mead & Hunt is currently conducting the two surveys and it is taking longer than anticipated. The first workshop will be held in Pendleton on February 7, 2006.

7 INFORMATION ITEM: Oregon Aviation Historical Society Presentation (OAHS)

Wilbur Heath, Vice President of OAHS and Carol Skinner, Archivist for OAHS presented a history of Oregon aviation. Mr. Heath invited ODA to hold a Board meeting in Cottage Grove, Oregon.

8 ACTION ITEM: Transfer of Lakeside State Airport

Director Hidley briefed city of Lakeside's interest in purchasing Lakeside Airport and presented members with a letter from the Mayor of Lakeside requesting the purchase.

Mayor, Ed Gowen, of Lakeside stated it would benefit the city to purchase the airport.

Motion was made by Board Member Corich and seconded by Board Member Novick to authorize the State Aviation Director to transfer the Lakeside State airport to the City of Lakeside through a written transfer agreement. The written transfer agreement would require ODA authorization prior to closure and give ODA the right to reacquire the airport for \$1 if at any time that became necessary to prevent its ceasing to be an airport. Chair Burrill called for a verbal vote of the Board Members and the motion passed unanimously.

9 INFORMATION ITEM: Management Control Program (MCP)

Director Hidley presented ODA's MCP and organizational chart were reported. He informed the Board that several staff members resigned for higher paying employment.

Current Topics

Director Hidley briefed current topics in RFPs for Wakonda Beach State Airport, Joseph State Airport and Bandon State Airport.

The National Association of State Aviation Officials (NASAO) will host a conference in Washington D.C. in March 2006. Director Hidley and Chair Burrill will attend this conference.

Jordan Valley: ODA is proceeding with the final steps prior to making an offer to land owners. If the offer is accepted ODA will then proceed with airport development.

Director Hidley briefed the Board concerning maintenance of the ditch at Pacific City Airport.

A new issue of FlightLines will be mailed shortly and will include a copy of the Mead & Hunt survey. FlightLines is also available on ODA's website. Future issues of FlightLines will be available on the agency's website. A future issue will be mailed with a statement asking the recipient to contact us should they want to opt out of receiving a hard copy.

10 ACTION ITEM: Adoption of OAR 738-02-0005 and OAR 738-02-0075

ODA held a public hearing on Monday, January 16, 2006. No public comment was received.

There was a request from Joe Smith to remove the word "own" in paragraph 3. Chair Burrill directed the question to Ms. Rosik, who approved the request. The proposed draft was amended to delete that word.

11 ACTION ITEM: Safety Program

Tralee Chiusano, ODA Safety Inspector, gave a presentation on implementing the agency Safety Program.

Board Member Beckham expressed concerns on funding this program.

Board Member Novick expressed concerns on the amount of staff time required to prepare for meetings discussed in the presentation.

Joe Smith expressed his support for this program. He stated the need for ODA and other organizations to work together to implement safety. He also suggested that Ms. Knapp seek volunteers to assist with the program.

Chair Burrill proposed to the Board to take measured steps to phase –in this program.

12 ACTION ITEM: Quarterly Board Meeting Concept

The next Board meeting will be April 19th in Salem due to review of the Connect Oregon aviation applications. There was discussion with regard to changing Board meetings from bi-monthly to a quarterly basis. Director Hidley and Chair Burrill will meet to discuss future dates and locations.

MOTIONS:

Board member Beckham joined the meeting, via teleconference at 2:00 PM. Chairman Burrill directed that all motions now be considered since a quorum of the Board is now present.

4 ACTION ITEM: Approval of Minutes of October 28, 2005 Meeting

Board Member Beckham moved and Board Member Novick seconded the motion to approve minutes of the October 28, 2005 meeting. The motion passed unanimously.

5 ACTION ITEM: Approval of Minutes of November 16, 2005 Meeting

Board Member Corich moved and Board Member Novick seconded the motion to approve minutes of the November 16, 2005 State Aviation Board meeting. The motion passed unanimously.

10 ACTION ITEM (continued): Adoption of OAR 738-02-0005 and OAR 738-02-0075

Motion was made by Board Member Corich and seconded by Board Member Beckham to amend OAR 738-015-005 and OAR 738-015-0075 as proposed and amended. Chair Burrill called for a verbal vote of the Board Members and the motion passed unanimously.

11 ACTION ITEM (continued): Safety Program

Motion was made by Board Member Novick and seconded by Board Member Corich to adopt a Department of Aviation Safety program as presented at the meeting today. Chair Burrill called for a verbal vote of the Board Members and the motion passed unanimously.

13 ACTION ITEM: Annual Report

A Draft Annual Report has been reviewed by Board members and comments have been discussed.

Motion was made to accept the 2005 Annual Report as amended. Chair Burrill called for a verbal vote of the Board Members and the motion passed unanimously.

14 INFORMATION ITEM: ConnectOregon Update

Director Hidley stated applications will be received to ODA February 17. Applications will be received at ODA at the end of March and reviewed by Board at the April meeting. Grants should be awarded by end of July.

15 INFORMATION ITEM: SB 680 Update

The next meeting to draft SB 680 will be held during February. It is anticipated the rules will be adopted during the June Board meeting.

16 PUBLIC COMMENTS

There were no public comments.

17 ACTION ITEM: Board/Staff Ground Rules

The Board reviewed a Draft of ground rules submitted by the Director and it was decided to defer adoption.

Concern was expressed regarding the rule “everything that can be done outside of the meeting should be handled before the meeting.” The rule is poorly written and will be reworded.

18 ADJOURNMENT:

There being no further business the meeting was adjourned at 2:53 PM.