

Sept. 13, 2016

2:00 PM

Newport, Oregon

The City of Newport Airport Committee met on the above date in Conference Room A, Newport City Hall. In attendance were: Committee chair Jeff Bertuleit, committee members Ralph Grutzmacher, Susan Reese-Painter, Mark Watkins, and Ken Brown. City Council liaison Ralph Busby was not able to attend. Also in attendance: City Manager Spencer Nebel (later arrival), Airport staff Lance Vanderbeck, and Committee staff Bob Fuller (Public Works).

1. The meeting was called to order by committee chair Jeff Bertuleit at 2:00 PM.
2. Roll Call
3. Approval of Minutes: Motion was made and seconded to approve the draft minutes from the July 12, 2016 meeting. The motion passed on a unanimous voice vote.
4. Discussion/Action Items
 - a. Review application for committee membership from Jim Shaw: The committee unanimously recommended Shaw for this position. Recommendation will be forwarded to the mayor for action.
 - b. NOTE: Due to expected late arrival of City Manager, Chair Bertuleit moved on to Agenda Item #5, Operations Report; will return to Discussion/Action Items following Vanderbeck's report (See Item #5).
 - c. Following the presentation of the Operations Report, the committee returned to Discussion/Action items: Prioritizing recommendations from the Regional Task Force. A handout from the City Manager was distributed to committee members, who were requested to take a moment and note their individual prioritizations. These were then collected and will be reviewed by the City Manager.
 - d. Update re: Acquisition of property at south end of airport (Nebel). City Council agenda report and recommendation included in packet.
5. Operations report
 - a. Vanderbeck reviewed the monthly operation report, included in the packet.
 - b. A discussion ensued regarding the development of a fuel pricing policy, including possible incentive programs. Vanderbeck will develop a draft proposal for consideration at the October meeting.

6. Committee comments
 - a. A discussion ensued regarding the possible construction of additional hangars: it was noted there is an eleven-person waiting list for hangars. Nebel advised this is an item addressed in the Master Plan; also there are historical issues with insufficient water pressure and flows that may affect any required sprinkler systems in new hangar construction.
7. Public comments
 - a. Paul Lawson suggested Toledo State Airport be part of the Regional Task Force airport group. There was a discussion about the possibility of placing a webcam at or near the Toledo Airport since it is used as an alternative to Newport by some during those times when Newport is “socked in”; a webcam or group of webcams for Newport was suggested. Also discussed was the lack of ground transportation to and from the Toledo Airport. It was mentioned that ODA is looking for a sponsor for the Toledo Airport to do simple maintenance and related tasks.
8. Develop next agenda
 - a. Develop job description recommendations for airport staff.
 - b. Fuel policy draft report (Vanderbeck)
 - c. Next meeting October 11th.
9. Adjourned at 3:25 PM