

**SCAPPOOSE AIRPORT
ADVISORY COMMITTEE MEETING MINUTES
November 27, 2023**

The Scappoose Airport Advisory Committee held a meeting at 5:00 pm on Monday, November 27, 2023, at the Port Office, 100 E Street, Columbia City, Oregon, with the following present:

<u>Advisory Committee</u> Keith Forsythe – Chair Mike Greisen – Vice Chair Chuck Hamm Betsy Johnson John Helm Nancy Ward – Port Commissioner	<u>Staff:</u> Lacey Tolles Amy Bynum	<u>Guests:</u> Stuart Myers – Mason Bruce & Girard, Inc.
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Call to Order

The Scappoose Airport Advisory Committee meeting was called to order by Mrs. Bynum at 5:07 pm.

Approval of Minutes

Mr. Forsythe asked for the approval of September meeting minutes, Mr. Greisen motioned to approve minutes, Mr. Helm seconded a motion to approve the September 25, 2023, meeting minutes, with no revision. Mrs. Johnson abstained as she was not a committee member and not at the September meeting. The motion to accept the minutes was carried unanimously.

Old Business

Generator Project

Mrs. Bynum updated the committee that Port staff and Century West closed the Invitation to Bid (ITB) on November 16, 2023 at 3pm. Bids were sent to Century West and the lowest responsible bidder was determined to be Northeast Electric out of Woodland, WA. All of the bidders have been notified. The Port will execute a construction contract with Northeast Electric that will be brought to Port Commission for final approval at their next meeting.

FAA Grant - Runway Rehabilitation

Slurry Seal has been proposed. Committee members made mention that the slurry seal process hasn't been successful in the past. Century West will send engineering and designs to Port when the project has reached 50% completion, for review. Those will then be sent to FAA for further approval. Mrs. Johnson expressed concern regarding scheduling and notification of any runway closures. Mrs. Bynum assured the committee that there would be a communication plan in place when the time came for runway closures. She committed to sharing the communication plan with the committee for their feedback.

FAA Grant - Westside Pavement Maintenance

50% design documents have been sent to Mrs. Bynum to review. Those will then be sent to FAA for further approval. This will be crack & seal/weed maintenance of Taxiway Bravo.

Eastside Waterline Extension

OTAK, Inc. has been advised to slow roll this project to align with the City of Scappoose permitting timelines and the Port's next fiscal year.

ODAV Grant Application Updates

Mrs. Tolles updated the committee on Oregon Department of Aviation Critical Oregon Airport Relief (COAR) grants the Port applied for in October 2023.

The Port applied for:

- Westside Pavement Maintenance Design FAA Grant Match - \$8,526
- Runway Rehabilitation Project Initial Design FAA Grant Match - \$13,487
- Westside Pavement Maintenance Construction FAA Grant Match - \$39,914
- Runway Rehabilitation Project Final Design FAA Grant Match - \$40,000
- Demolition of open-sided eastside hangers - \$36,000
- East Side Waterline extension project phase II construction - \$45,000

The Port is awaiting award announcements.

FOD Sweeping Contract

A contract is being negotiated between Precision Composites & the Port. Based on the advisory committee's feedback, the Port decreased the frequency of regularly scheduled FOD sweeps in the contract. Kris from Precision will also be on call for snow removal and emergencies. Mrs. Johnson had concerns regarding coordination with Scappoose Fire and where plowing would be done on the runway and taxiways. Mrs. Bynum said that Scappoose Fire has offered to provide two snow removals per season and she would coordinate with all parties before either plows at the runway. Mrs. Bynum said the Port can create a map of the areas that need to be plowed and that can be shared with Scappoose Fire and Kris.

ODOT – Wetland Bank Project

Stuart Myers joined via TEAMS to present information on the ODOT Wetland Bank Project in Scappoose. Mrs. Johnson asked what he knew about Scappoose Airport. Mr. Myers was aware of what is called the "Gravel Wars" and some of the history of the airport property. Mr. Myers explained that ODOT was purchasing land 1.8 miles north of the airport's northern point to mitigate wetlands and create fish habitat from the forthcoming Interstate-5 replacement project.

ODOT would purchase 82 acres of the Hogan Ranch Road site. At this point the sale has not been finalized: partition platting, final design and permitting must be complete before constructability review. Construction would begin in 2025 or perhaps 2026. Mr. Meyers assured the committee that ODOT environmental work will be focused on adding fish habitat to the existing conditions and he is confident that they will not increase the baseline population of birds in the area surrounding the airport.

Mrs. Johnson asked if the site would be accepting fill into the site. Mr. Myers said that they would not be filling the site. Mrs. Johnson followed by asking if the site would be accepting fill from ANY marine sites? Mr. Myers assured Mrs. Johnson there would be no fill and the project only calls for gravel to be brought in to create an access road. Commissioner Ward asked if there is a proven way to design this so as to not attract any more birds? Mr. Myers said they will not be changing the baseline, that the existing forested areas are not prime waterfowl habitat. Mr. Hamm asked if the site would be classified as Wildlife Game Refuge? Mr. Myers said no that it will be classified as wetland mitigation site in perpetuity. Mrs. Johnson asked if ODOT can ensure this property will be maintained as it is? Mr. Myers said yes, he can assure the Port this site will be used for mitigation for transportation projects. Mrs. Johnson asked if the ODOT site could be used for other mitigation besides fish habitat creation? Mr. Myers guaranteed that the intention for the site will always be fish wetland impacts and the mitigation bank will never be used for the creation of bird habitat. He explained the environmentally and regulatorily they are not the same type of site development. Commissioner Ward asked if the bridge project is approved, how long will it take to begin the project? Mr. Myers

said 2025 at the earliest, possibly 2026. Mr. Myers offered to share information with the committee as needed.

Mrs. Bynum asked him to let the committee know when the purchase of the property has been finalized. Mrs. Johnson added that the generalized agreement was that the proposed mitigation site is far enough away from the airport to not be of extreme concern and also reiterated the importance of not placing dredge spoils from the I-5 bridge site within the mitigation site.

Scappoose Fire Meeting

Mrs. Bynum and Mrs. Tolles met with Chief Pricher and Captain Bautista of the Scappoose Rural Fire Protection District for an introduction on November 8, 2023. There was discussion of future fire inspections for corporate and non-commercial hangars. These will be set up in the spring or early summer of 2024. Mrs. Bynum will arrange dates and committed to sending out ample communication in advance.

Mr. Hamm would like to have more understanding of the electrical upgrades that were made at the westside hangar buildings. The committee discussed their understanding of wiring configurations and why the electrical upgrade project was completed the way it was. Mrs. Bynum reminded the committee there was a building inspection performed after the work was completed and everything was done according to City code. Mrs. Bynum said the Port would coordinate with Captain Bautista to review the electrical upgrades on-site and confirm that they satisfy the Fire District's initial concerns.

2024 Advisory Meeting Schedule

Committee asked for the meeting schedule to be emailed. Mrs. Bynum agreed to send out the schedule with the understanding that it will still need to go to commission for approval.

Other Business

Mrs. Johnson thanked Mrs. Bynum for removing the Airport related negatives from the Strategic Business Plan draft. Port staff encouraged the committee to attend the Open House on December 6th for further strategic plan input.

Adjournment

Larry Sperberg motioned, and Betsy Johnson moved to adjourn the meeting. Motion was carried unanimously.

THERE BEING NO FURTHER BUSINESS BEFORE THE ADVISORY COMMITTEE, THE MEETING ADJOURNED AT 6:38 pm.

The next regular committee meeting is January 29, at 5:00 pm.


Signature

January 29th, 2024
Date Approved

