



**SCAPPOOSE AIRPORT  
ADVISORY COMMITTEE MEETING MINUTES  
January 29, 2024**

The Scappoose Airport Advisory Committee held a meeting at 5:00 pm on Monday, January 29, 2024, at the Port Office, 100 E Street, Columbia City, Oregon, with the following present:

<b><u>Advisory Committee</u></b>	<b><u>Staff:</u></b>	<b><u>Guests:</u></b>
Keith Forsythe – Chair Mike Greisen – Vice Chair Chuck Hamm Larry Sperberg Betsy Johnson John Helm Nancy Ward – Port Commissioner Clayton Eveland-Zoom	Lacey Tolles- Interim Airport manager Susan Tolleshaug-Admin	James Kirby – Century West, Airport Engineer Chris Anderson – Precision Composites

**Call to Order and introduction of visitors.**

The Scappoose Airport Advisory Committee meeting called to order at 5:05 pm.

**Approval of Minutes**

Mr. Forsythe asked for the approval of November 27, 2023 meeting minutes, Mr. Mike Greisen motioned to approve minutes, Mr. Larry Sperberg seconded a motion to approve the November 27, 2023, meeting minutes, with revisions to the slow roll comment as suggested by Betsy Johnson.

Introduction of visitors James Kirby, Senior project engineer for Century West, and our airport consultant.

**Old Business – Grant project updates**

**ODAV Generator Project update- Lacey**

Mrs. Tolles updated the committee that the project is moving forward. The Commission approved the contract Northeast Electric was selected for the project and will be on a site visit February 8<sup>th</sup> and the next step is to order generator. Keith asked for clarification of the location for placement of the generators. One will be placed on Transwestern property and the other one by the airport lighting vault.

**FAA Grant - Runway Rehabilitation – James**

Mr. Kirby reported. To help the advisory committee advise the Port and tenants Betsy Johnson wanted to know the details of the plans for the closure of the runway. Mr. Kirby explained this project is a multiyear design part way through the first year preliminary and final design. FAA has allowed consultants to dictate how the project is done. More recently the FAA is "box checking" and making the decisions. Aurora had the same situation with their runway rehabilitation project. FAA added twice the schedule and half the budget. Because of the complexity involved, the Port could be looking at the same situation at Scappoose Airport. High point is on the edge and FAA might change the plan. We need a new asphalt surface. It is deteriorating but we can mill and fill. Betsy asked what the appeal process is to get it done quicker.

60 days is the starting point for a runway rehab closure. Betsy asked, at what point should we appeal? Waiting to get a decision from the FAA, the outcome may be different than Aurora. Betsy was concerned about the time frame and when we should act, if not following our guidelines. What are the alternatives? Any safety differential? Mr. Kirby said there were no safety issues. Betsy wants to set a time to appeal. Andrew Cox asked how long of a closure will we need? Full duration continues closure is best, get in get it done. It is a complex process but may have a shorter duration. The first phase looks like Jet traffic usage, everything in place with a 20-year design. Getting the decision on alternatives from FAA. We will push back if we do not get the results we needed. Clayton asked about the grass strip to land on and if can be designated. Mr. Kirby said we would still need lights. Chris Anderson question on change on the runway cost also include or add additional drainage?

Mr. Kirby said the new taxiway was thought of as a crown center line slope to the west to the ditches. Key issues may be cutting out a lot of fill dirt to be taken somewhere. Overland flows have been accounted for. Chuck asked who got the ball rolling about nonstandard conditions. When they do a survey, they must make the change. The runway used to be wider, but 50 ft was cut off. The taxi way was nonstandard condition. Ditches are a problem and need to be mowed by Port employees.

Pavement condition index is a way to rate the asphalt condition. Damage contributes to the lowering of the PCI #. 2022 report gives all the runways CPI conditions. Intercept earlier to increase the CPI # based on repairs by maintenance. The approach to prolong the pavement life. Slurry Seal was messed up by past contractors and did not increase the CPI. The pavement makes it look bad to FAA but it is not as bad as it seems. Sealant is used to protect the pavement. 2025 pushed out and funding in place. FAA dollars are all used on major airports with lower CPI 2029/2030.

Larry - what was our CPI was it enough to justify? We need to do the runway before other projects. If it does not happen today, it won't happen in several years then would be shuffled to the back of the FAA list. Mr. Kirby said it's not to our benefit. Slurry seal should be a thin application not thick.

Cracks looked bigger than they were. Must use lowest bidder because of Government funding.

Nancy, any tricks on request to bid to move project along faster. Mr. Kirby said yes, Overtime, Incentives must be justified. The Port covers 10% and the Feds cover 90%. Cost to motivate faster working on project. Sean gets people to bid on all the right materials. Contractors are looking at all the angles.

Keith asked if there is anything we can do now for an incentive to move this forward. Mr. Kirby said to make some adjustments to the numbers. Nancy asked when will the decision come from FAA?

Mr. Kirby replied if it's a maintenance project it will happen quicker low-key maintenance option takes about 25–30-day range, conservative estimates not considering the electrical system. Might take a little longer. Working day and night. Betsy says it will put the FBO out of business and frustration to the tenants. Chuck said the Port of Columbia County should give a one-time credit to the tenants when the runway is shut down and send a letter to inform them of financial break.

#### **FAA Grant - Westside Pavement Maintenance - James**

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

Mr. Kirby Post covid money funding given to airport extra for a five-year stint. Limited fits in FAA guidelines and Port have used for projects the sent list as high. It the nice to have that FAA does not fund. There is a huge backlog of deferred maintenance, taxiways are neglected. We should address deferred maintenance and pavement maintenance. Some of the worst pavements that we can't put money to anymore.

Divided into West to East. West first, worst pavements is chewed up. Two banks of hangar taxi ways need maintenance attention patches need to be replaced. This project will address this needs finish design this year short term runway closure needed. Good for tenants and makes it better 50% review 90% working on funding. Sizing the work to funding for the project scope based on FAA comments and feedback.

### **Eastside Waterline Extension - Lacey**

OTAK, Inc. has been advised to start this project and align it with the City of Scappoose permitting timelines and the Port's next fiscal year. Lacey - at this point we have been in contact with the City of Scappoose. Ready to go when Amy gets back, we will move to the next step. Lacey said we can discuss the timeline. Betsy said she did not think we should wait to move to the next step until Amy gets back to decide.

### **FOD Sweeping Service Contract – Chris Anderson**

Lacey reached out to Chris about assisting in snow removal.

Is Chris still available but is very busy catching up after the weather? Looking to review the plowing policy. FOD Sweeping standpoint. No maintenance in place for FOD Sweeping talking to the maintenance that has fallen off airplanes. Geese poop is a problem to talk about later.

Betsy what is the scope maintenance taxi way into the runways. Need feedback from tenants about snow removal for tenants' hangers. Amys idea was Chris for emergencies and compensating Chris for annual maintenance contract. Talk about specific questions.

### **New Business**

Scappoose Advisory Committee meeting schedule-handout  
Passed out in the packet. No questions from group

### **New Tenant at 34100 Skyway Drive - Flight house Engineering**

Lacey reported the Port has a new tenant at the airport Sherpa Building. Flight House Engineering will be working on a UAS from conceptual design, and they will be occupying the building until November and until 2025. Clayton Eveland said that Scappoose is not on the FAA to fly UAS list.

Mr. Freeman and Sean got an email from Joe Keith, and he will not be buying the new hangar building. It was too much work for the interested party. We can stay in touch for future. Betsy agrees with the decision. Thank you for trying. Nancy said he was highly informative on the airport industry. Betsy Aurora shut down might draw tenants. Betsy will make some phone calls to find out if we can help. Sean thanked Betsy for all her help. The # just doesn't work. Chuck suggested to replace gate with chain gates.

Larry asked about the wet land mitigation project and Lacey said there is no new information, no change.

### **Other Buisness**

Betsy tenant signs are in bad shape and need maintenance and gate during the storm was a big problem because the snow was too high, and the gates wouldn't close.

Betsy thanked the staff for the cleanup of the snow dumping during the Christmas meeting.

Lacey said the strategic planning business draft was sent out please look.

Sean, what do you know about prospects? It is in the plan but must prove eligibility FAA is about justification operational amount. Betsy said her and John have done justification successfully.

### **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 6:22 pm.

The next regular committee meeting is March 25, at 5:00 pm.

  
Signature

June 3, 2024  
Date Approved