

Hermiston Airport Advisory Committee Minutes

August 3, 2016

4:00 P. M.

Members Present: Tim Beinert, Dan Burns, Ron Linn, and Mike Martin

City Representative: Mark Morgan

Airport caretakers: Susie Rawe

Absent: Ron Osgood

Visitors: JUB Engineering representatives, Toby Epler, Steve Marshall, and Lee Unterwegner

Minutes: July minutes were approved on a motion by Ron Linn and seconded by Dan Burns

Airport caretakers report: Susie reported on the following:

1. New fuel system is up and running again after a couple of issues but now knows how to re-boot the system in the event of a failure
2. There is a small leak on the 100LL piping system. Mascott to come and check and make repairs
3. She would like to have a sign posted as to the location of the existing porta-potty now that the fuel station has moved
4. The city is going to provide a new computer and printer for the recording of fuel sales

Caretaker has requested the city for the following: sterilize the parcel of ground north of the card reader post that controls the gate to keep the weeds down now that the area has been cleaned up. In addition to that she had asked about getting the shed, metal poles and etc. that was left at the old fuel station cleaned up and getting a new shed with air compressor for the new fuel location installed to house aircraft oil and etc. Mark suggested for Susie to put in a request in writing for these items for further discussion and resolutions.

Susie reported that the new runway information sign panels will be upgrades in about a month

Airport managers Report: Mark reported on the following:

1. He had talked to Tracy May with Precision Approach Engineering about the AGI's project to begin this fall
2. He is working with the FAA on getting a grant to help with cost of RFQ for new master plan for the airport.
3. There has been no response yet from Business Oregon on paying for a testing of the area around the Rinsate facility

New Business:

- **General lease documents for ground and hangar leases:** Mark handed out existing lease documents with some changes in the language for committee members to take home and read through for next month's meeting to discuss and give recommendation's for changes to the existing leases.
- **New Master Plan:** a short discussion as time allowed was had by committee members and our visitors(JUB Engineering) on what services they provide in assisting on the making of the Master Plan

Meeting adjourned: 5: pm

Next meeting: September 7, 2016 at 4:00pm

Respectfully submitted by: Mike Martin (acting secretary) for Ronald Osgood, Secretary