



City of McMinnville
Public Works Department
231 NE 5th Street
McMinnville, OR 97128
503.434.7312
www.mcminnvilleoregon.gov

**Airport Commission Meeting
Wednesday, March 1, 2023**

*This is a **Zoom** only meeting*

3:00 pm Regular Meeting:

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/83121996020>

Meeting ID: 831 2199 6020

Passcode: None

Or you can call in and listen via zoom: 1- 253 215 8782

MEETING MINUTES

***Note – Minutes are abbreviated. See video link for full meeting.**

Video:

<https://mcminnvilleoregon.zoom.us/rec/share/3pGXH2SHZklqjWqRwCxOTp82KDxEruZke5xVP58qBufAw2p89dPmXcM5QVaQMuhD.wKuHnIWQs0YPRa-Q>

Passcode: 4Nm%u+x8

Chairman: Grayson Barrows
Vice-Chairman: John Stanislaw

City Councilor Adam Garvin
Commissioner Richard Martinez
Commissioner Michael Griffiths

Commissioner Daniel Hickox
Commissioner Mark Fowle

Public Participation:

Public Comments: If you wish to address the Airport Commission on any item not on the agenda, you may respond as the Airport Commission Chair calls for "Invitation to Citizens for Public Comment."

----- MEETING AGENDA ON NEXT PAGE -----

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Community Development Department.

AGENDA

1. **CALL TO ORDER** (Chairman Barrows)

2. **CONSIDER MINUTES OF THE January 3, 2023 COMMISSION MEETING**

- Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the January 3, 2023 meeting.**

Meeting Minutes approved unanimously.

3. **INVITATION FOR PUBLIC COMMENT**

- *This section of the agenda allows for the public to address the Airport Commission regarding any issue not on the agenda. The Chair will also invite airport users and business owners to report on current activities at the airport. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up at a future meeting.*

There were no public comments.

4. **AIRPORT COMMISSION REPORT AND COMMENTS** (Chairman Barrows & Commissioners)

Vice Chair Stanislaw provided comments on Corvallis Airport Economic Development Office as an example.

Commissioner Fowle requested additional information related to making the airport lounge accessible to itinerant aviators.

5. **DISCUSSION ITMES**

Airport Commission Roles & Responsibilities General Review and discussion. Recommendations shared with possible future adjustment to resolution/code language.	Airport Administrator
Hangar Compliance & Fire Inspection Identified possible timeline for inspections. Motion by Vice Chair Stanislaw – “Airport Commission Supports Hangar Compliance & Fire Safety Inspections by the Airport Administrator” – Second by Chair Barrows, Motion Passed	Airport Administrator
Airport Master Plan & Fence Grant Projects General update on progress and process	Airport Administrator
Airport Budget General update	Airport Administrator

- 6. **AIRPORT MANAGER COMMENTS!** (Potcake Aviation, Dehner)
- 7. **AIRPORT ADMINISTRATOR COMMENTS** (Airport Administrator, Williamson)

Airport is on track and headed in the right direction, but still a lot to do.

- 8. **ADJOURNMENT** (Chairman Barrows)

NOTE: The next regularly scheduled Airport Commission meeting will be on **Tuesday, May 2, 2023 @ 3:00 pm**. Information regarding the meeting will be posted on the City's website.