



City of McMinnville  
Public Works Department  
231 NE 5<sup>th</sup> Street  
McMinnville, OR 97128  
503.434.7312  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**Airport Commission Meeting  
Tuesday, September 5, 2023**

*City Council Chambers, Civic Hall, 200 NE 2<sup>nd</sup> Street or Zoom*

**3:00 pm Regular Meeting:**

*You may join online via Zoom Meeting:*

<https://mcminnvilleoregon.zoom.us/j/81988943324>

Meeting ID: 819 8894 3324

Passcode: None

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

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**MEETING MINUTES**

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

**Chairman: Grayson Barrows  
Vice-Chairman: John Stanislaw**

**City Councilor Adam Garvin  
Commissioner Richard Martinez (not present)  
Commissioner Michael Griffiths**      **Commissioner Mark Fowle  
Commissioner**

*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](http://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 July 5, 2023 COMMISSION MEETING**
  - Commission Action Required: **By MOTION and VOTE, the Commission shall approve the minutes from the July 5, 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)

There were no comments.

5. **DISCUSSION ITMES**

US Army Golden Knights Parachute Event General discussion with future considerations	All
Airport Master Plan Data capture has started with AGIS surveys and initiating invitations for the Public Advisory Committee	Airport Administrator
Environmental Project for Airport Fence Resolution to approve contract and accept FAA Grant is on the 9/12/23 City Council agenda	Airport Administrator
Airport Commission vacancy Dan Hickox has resigned and the standard selection process will be used for a replacement	Airport Administrator
Air Show Air Show activities will be very similar to last year, except the BLUE ANGLES will fly this	Airport Administrator

year. A meeting was held at the airport on 8/30/23 to keep the tenants advised	
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**6. AIRPORT MANAGER COMMENTS** (Potcake Aviation, Dehner)

The Airport Manager provided a general update on airport operations and conditions. There was a general discussion regarding antiquated airport equipment and tractors and methods of replacement, budget concerns, etc.

**7. AIRPORT ADMINISTRATOR COMMENTS** (Airport Administrator, Williamson)

The Airport Administrator provided general comments and opened a discussion related to the possible requirement of additional fire suppression equipment to be located at the airport.

**8. ADJOURNMENT** (Chairman Barrows)

NOTE: The next regularly scheduled Airport Commission meeting is tentatively set for <b>Tuesday, November 7, 2023 @ 3:00 pm</b> . Information regarding the meeting will be posted on the City's website.
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