



**AIRPORT COMMISSION  
MINUTES OF REGULAR  
COMMISSION MEETING**

**TIME:** 7:00 PM  
**PLACE:** Eatonville Visitor Center

**DATE:** December 13, 2022

**CALL TO ORDER**

Chairman Adams called the meeting of the Airport Commission to order at 7:02.

**ROLL CALL**

Chairman Adams called the roll. The following were:

Present: Commissioner French, Chairman Adams, and Commissioner Henricks (Airport Manager)

Not Present: Commissioner Schuerman and Commissioner McNary

Also Present: Utility Clerk Wendy Perry and Dan Shoemaker (FAA)

**OPENING CEREMONIES**

Chairman Adams led the assembly in reciting the Pledge of Allegiance to the American Flag.

**AGENDA APPROVAL**

Commissioner Henricks moved to approve, and Commissioner French seconded the motion. AIF

**APPROVAL OF 10/11/2022 MINUTES**

Chairman Adams moved approval of the minutes from 10/11/2022. There was not a second and there was no vote.

**CITIZEN COMMENTS**

Dan Shoemaker from the FAA spoke regarding people needing to file an aeronautical study if building near the airport. He mentioned that, if he is given data regarding the light pole or trees, he can find out if it is hazardous.

**AIRPORT MANAGER REPORT**

Commissioner Henricks thanked Commissioner French for filling in as Airport Manager during his absence.

Commissioner Henricks was contacted by WASP regarding a report for the State about the airport. They ask the Commission to list three attributes of your airport that you believe make it a valuable community and transport asset and also to list issues or challenges that you believe hinder your airport's ability to operate or meet user needs. Commissioner Henricks asked about the next study session to respond to those requests (tentatively scheduled for January).

Commissioner Henricks informed the Commission that lights are coming.

Commissioner French announced that Mike Williams is pursuing drilling under the runway and there will need to be another closure.

Chairman Adams asked for someone to find out about topping light pole and placing reflector at the top.

## **UNFINISHED BUSINESS**

### **DISCUSSION: High School Students update**

No one from Town staff present to give an update.

### **DISCUSSION: Growth Management Participation Process/Contributions**

No one from Town staff present to give an update.

### **DISCUSSION: Status of runway incursion penalties forwarded to Council**

Councilmember Thomas gave recommendations of penalties to Council the previous night. Attorney will review and return to Council.

## **NEW BUSINESS**

### **DISCUSSION: 2023 Airport Budget**

Councilmember Thomas announced that there is a little over \$13,000 in the budget.

### **DISCUSSION: 2023 DOT Aviation Grant/ Loan Cycle Application(s)**

Grant applications start in March and the last day for receipt is the end of May. Capital facilities improvement is \$2,000,000. The Commission has set priorities for things like lowering the approach on 3 4, lights. First priority will be applying for locked gates for five access points.

### **DISCUSSION: State Aviation System Plan – Identify Swanson Field Contact**

Covered in Airport Manager's Report. Study session will address those questions asked by WASP. Study session January 17<sup>th</sup> at Visitor Center at 7pm.

### **DISCUSSION: Identify Commissioner to initiate communications with Eagles about lowering Paul Kreger Memorial Field**

Chairman Adams announced that the Commission needs to rethink previous plans. Might need engineering professionalism.

### **DISCUSSION: Runway Snow removal**

Commissioner French said that he does not think it is important to have access to a snowplow.

### **DISCUSSION: Swanson Field dedicated Lawnmower**

Chairman Adams suggested looking into purchasing a robot lawnmower designated for airport. Commissioner Henricks will talk to Dan Mulkey regarding how he was able to obtain the Kubota that the airport once had.

Chairman Adams asked if the airport has access to state and federal surplus equipment.

### **DISCUSSION: Develop Maintenance and Operation Schedule**

Chairman Henricks has a running log of what needs to be done in the next year. Would like to use the new energy shift and get community involvement. Discussed where to keep the operation schedule. Chairman Adams suggested using a webpage.

### **DISCUSSION: Airport Manager Contract**

Chairman Adams suggested compensation and contractual obligation for the Airport Manager. Commissioner Henricks suggested documenting a job description. Chairman Adams said they will talk about this at the study session.

**DISCUSSION: Pierce County “Land Amenity” tax .0134% Parcels – Discussion**

Chairman Adams called the county assessors’ office to see how much more the property taxes are for the 40 parcels that have direct access to runway. They are charged .0134 cents per every \$1,000 of the value of land alone (not structures). Because this is not a significant source of income, he recommends discussing implementing an annual fee of \$400 for these parcels and other homes that live on roads that were originally built to be taxiways. He proposes to ask Council to impose this tax, which would be a property tax that would go through the county then given to the Town of Eatonville for a specific fund.

**STAFF COMMENTS**


**DISCUSSION: Rerouting Garbage Pick Up on Luscombe**

Utility Clerk Wendy Perry informed the commissioners about talking with Lemay to have residents on Luscombe have their garbage picked up on that street rather than taking their garbage across the runway.

**COMMISSIONER COMMENTS: NONE**

**ADJOURNMENT**

Chairman Adams adjourned the meeting at 8:09 PM.

  
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Rick Adams, Chairman

ATTEST:

  
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Wendy Perry, Utility Clerk