



**AIRPORT COMMISSION
MINUTES OF REGULAR
COMMISSION MEETING**

TIME: 7:00 PM

DATE: September 12, 2023

PLACE: Eatonville Visitor Center

CALL TO ORDER

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

ROLL CALL

Chairman Adams called the roll. The following were:

Present: Commissioner Ireland, Commissioner French, and Chairman Adams

Not Present: Commissioner McNary, Commissioner Henricks

Also Present: Town Administrator Boettcher and Utility Clerk Perry

OPENING CEREMONIES

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

AGENDA APPROVAL

Commissioner French moved to approve the agenda. Commissioner Ireland seconded the motion. All were in favor.

APPROVAL OF MINUTES

Commissioner French moved for approval of the 7/11/2023 minutes. Commissioner Ireland seconded the motion. All were in favor.

PUBLIC COMMENTS - NONE

AIRPORT MANAGER REPORT

Commissioner French read the report for Commissioner Henricks. FAA airspace evaluation has multiple building proposals for Swanson Field. Their guidance is 125 ft off centerline and under 25 ft height which is ok for us. Hangar space inquiries are at three and have been sent to owners with space available. Bikes at the airport are getting used. Also wanted to tell everyone to check out our airport Facebook page.

STAFF REPORT

Town Administrator Boettcher stated that Commissioner Henricks assisted him with the financials for the loan application to purchase the hangars. The amount was \$850,000. They made an offer, but it was still too far away from the owner's requested amount. They can reapply.

UNFINISHED BUSINESS

A) Powerline safety/marker ball update

Chairman Adams asked if the powerline balls have been ordered. Town Administrator Boettcher explained that Light Superintendent Jesse Carroll and Airport Manager John Henricks have been very busy. Additionally, Jesse is concerned about putting weight onto the power lines.

B) Title 14 status and runway incursion penalty update

Town Administrator Boettcher suggested that they roll the incursion penalties into Title 14 then give it to the attorney.

C) Grant application update

Commissioner Ireland asked if the Commission wanted to make modifications to the current grant and to re-submit. Town Administrator Boettcher suggested that they change the cost-benefit ratio by planning gate location and by reducing the number of gates. Also, doing a preliminary engineering phase would help raise their scores.

D) Potential Hangar-Land Purchase

The Commission will get a use package together.

NEW BUSINESS

A) Election of Officers – Chairman, Vice Chairman, and Secretary

- 1) Commissioner Ireland made a motion to appoint Rick Adams as the Chairperson. Commissioner French seconded the motion. All were in favor.
- 2) Chairman Adams made a motion to appoint Richard McNary as the Vice Chairman. Commissioner French seconded the motion. All were in favor.
- 3) Commissioner Ireland made a motion to appoint Richard French as the Secretary. Chairman Adams seconded the motion. All were in favor.
- 4) The Commission also requested that the mayor reappoint Commissioner Ireland.

B) Event notification form

The Commission talked about requesting an application/ waiver for events that happen at either end of the runway that reduce flight path liability. They decided to table this until after the study session.

C) Washington Community Airport Association Annual Meeting – Assign attendee

Chairman Adams reported that a volunteer was needed to attend the WCIA annual meeting.

COMMISSIONER COMMENTS

Commissioner Ireland suggested that the Commission gather the facts to give to the Town to disclose restrictions and purpose to a potential buyer of the hangar parcels.

ADJOURNMENT

Chairman Adams adjourned the meeting at 8:02 pm.

Approved 11/14/2023



Rick Adams
Rick Adams, Chairman

ATTEST:



Wendy Perry
Wendy Perry, Utility Clerk