

MINUTES
COLUMBIA GORGE REGIONAL AIRPORT MEETING
January 25, 2022

PRESIDING: Chair Jim Wilcox

BOARD PRESENT: Tim McGlothlin, Dave Griffith, Tim Urness, Jake Anderson, Terry Trapp

BOARD ABSENT: Norm Deo

STAFF PRESENT: Airport Manager Jeff Renard, FBO Manager Darren Lacock

CALL TO ORDER

The meeting was called to order by Chair Jim Wilcox at 7:09 am.

ROLL CALL

Roll call was conducted by Jim Wilcox, one board member absent.

APPROVAL OF AGENDA

The agenda was approved as presented by unanimous consent

APPROVAL OF MINUTES

The minutes were approved as presented by unanimous consent.

PUBLIC COMMENTS

N/A

BOARD MEMBER REPORTS

Jim Wilcox referred to the 2 committees appointed last meeting with one working on a reply to the FAA regarding the DWD water issue. Jonathan Kara has prepared a letter to the FAA and is making a stronger case by answering the 3 questions and adding more detail.

The second committee for the review of the land lease rates. This committee has yet to meet.

Tim McGlothlin read a letter from John Voight & Brian Jarl regarding interest in developing a golf course. Jim's response to this letter was that anyone with proposals such as this needs to complete the process per the design standards in order to be considered.

ACTION ITEMS –

Jeff Renard reported for TacAero FBO that they had a record year for 2021 in fuel sales.

Also, Jeff reported the electrician swapped out the regulator lights so they could have runway lights on both runways, he found the circuit board was bad in the regulator. A used regulator was found in Pendleton for \$2500 as opposed to \$14,000 for a new one. The electrician is set to install it soon so they can have their lighting back on line. Jim makes a motion to authorize the purchase of the \$2500 regulator. Terry Trapp seconded the motion. All were in favor. Tim Urness suggested looking into getting a new regulator with an upcoming busy summer ahead. Jeff said he will find out if there is grant money available for a new regulator.

DISCUSSION ITEMS –

Budget/Check Report- Chuck Covert questioned \$300+ charge on the budget report. Jeff stated it was an annual fee imposed by the government to ensure the airport is in compliance with their ethics standards.

Airport Audit- Jeff reported the auditors had no issues with the audit. There were no irregularities and KDLS met all the requirements.

Vision Meeting- Tac Aero will be available and the meeting will take place January 26th at 8:00 am. A goal of the meeting is to inquire of the TacAero vision going forward in 2022.

Budget for Airport- Jim suggests a budget committee is needed, David Griffith, Jeff Renard (chair), Tim Urness, and Jim Wilcox will serve on the budget committee.

Contract Rate/Insurance/Retirement- Jeff states that in previous conversations with the former airport managers, there were discussions about the contract rate needing to be in alignment with a city or county director level position and having enough funds for health insurance. Jim suggests adding that topic to the Vision Meeting. It needs to be addressed now in order to change it for the 2023 contract renewal.

Building Design- Jeff previously sent out flyers on different metal buildings for the board members to review. Various design features were discussed. Tim Urness requested that Jeff get side by side quotes for the different types of buildings. ie. steel, wood and fabric.

MANAGEMENT REPORT –

Snow Removal-with 2 weeks of snow removal, Jeff stated that he went through 2 sets of chains through dump truck and tractor. Darren Lacock helped with the removal. Through all the snow, the runway was closed 3 times for about 6 hours each time to accommodate the snow removal.

Working with Jonathon Kara and hangar issues- there is movement on the hangar waiting list.

Ian Bradshaw- is leaving the FAA and moving to Minnesota.

TacAero has leased the last hangar to a Jet tenant.

Jim wants to consider doing some kind of recognition for Darren Lacock as he has been a constant for the airport and feels he needs to be acknowledged. Darren is the face of the airport. Jim also wants to recognize Chuck Covert for an upcoming birthday.

Meeting adjourned at 8:01

Richard Foster joined the meeting late and reported on the Community College Grant.

NEXT MEETING

The next meeting will be February 15, 2021 at 7:00 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 8:09 am.

SIGNED:



Jim Wilcox, Chair



Jeff Renard, Airport Manager