

COOS COUNTY AIRPORT DISTRICT
REGULAR BOARD MEETING
Thursday, February 17, 2022

Minutes of the regular monthly meeting of the Board of Commissioners of the Coos County Airport District held Thursday, February 17, 2022, at 7:30 a.m., in the District Hangar Office.

CALL TO ORDER: Chair Mineau called the meeting to order.

COMMISSIONERS PRESENT:

Helen Mineau, Chair;
Michael Collins, Vice-Chair;
Brent Pahls, Commissioner
Joe Benetti, Commissioner, attended via conference call;
Jason Bell, Commissioner.

ABSENT: None

COUNSEL PRESENT: Patrick Terry, District Legal Counsel.

STAFF PRESENT: Theresa Cook, Executive Director; Robert Brittsan, Executive Assistant; Bob Hood, Operations Manager; Rick Skinner, Project Manager; Cindy Henson, Finance Manager.

MEDIA AND GUESTS PRESENT: John Meynink, Coos County Resident; Ken Bonetti, Coos County Resident; Paul Poresky, Coos County Citizen; Dan Salyer, CH14.

PLEDGE OF ALLEGIANCE: Led by Vice-Chair Collins.

Section I. Review of Minutes: January 20, 2022:

Upon a motion by Commissioner Bell (Second Commissioner Pahls), the minutes of the January 20, 2022 regular Board Meeting were approved.

Section II. Finance Report:

The Board was offered a written presentation of the Finance Report summarizing the Coos County Airport Districts' fund resources and requirements throughout the month of January.

The Finance Manager stated that all expenditures through January 31, 2021 were within the budgeted amount. The District received Airport Use Fees for January in the amount of \$15,680.

The District made its final commission payment for construction of the DHS CW/SSP facility. Due to unexpected expenditures, the DHS Fund will exceed appropriations by the end of the fiscal year and will need to be adjusted next month.

The Executive Director informed the Board that the BLM project was scheduled to be closed out, with approval of the final retainage payment. GSA/BLM requested to amend a portion of the contract to cover replacement of all interior doors and exterior siding upgrades. The amendment would be entirely funded by GSA and won't be completed until August.

Section III. Review of Invoices:

The Board reviewed new invoices through February 16, in the amount of \$528,475.35. Upon a motion by Commissioner Collins (Second Commissioner Bell), the invoices through February 16, in the amount of \$528,475.35 were approved.

Section IV. Staff Reports:

The Operations Manager approached the Board to present the Operations Report.

The District's ARFF department is approaching its ten year anniversary. National Fire Protection Association (NFPA) codes and standards 1851 section 10.1.2 states that personal protective equipment (PPE) used by firefighters (bunkers, gloves, boots, etc.) be retired after no more than 10 years from the date the equipment was manufactured. The cost of replacing the equipment for all ARFF personnel, would be approximately \$12,000.

The Operations Manager stated that the FAA was repairing the weathered Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) equipment. This is an FAA project and therefore completely funded by the FAA. An in-water inspection by the FAA, to check for corrosion, occurred and determined that significant damage had been noted to halt the repair project and to schedule a structural specialist to confirm whether a rebuild was necessary. The FAA has restricted access to the MALSR gangway until safety of personnel can be ensured.

The remodel of the hangar located on the Charlie ramp is proceeding. Water/sewer service has been installed and a local plumber was onsite for connection into the building. District staff has erected the interior walls along the back wall, creating separate spaces for two (2) restrooms, a telecom room, and an office. Additionally, a local electrician has been contacted to provide the requested electrical outlets.

The District is still experiencing issues with the Airfield lighting, with the failure of a lighting regulator. This is a warranty item and should be repaired at no cost to the District.

The Operations Manager informed the Board that there are thirty five (35) damaged cement blocks located within a 30,000 square foot area of the main ramp. Each block is

approximately 12' x 15' x 8". The Executive Director offered that the ramp rehabilitation design is to be included with the design of the ramp expansion project.

Due to a Part 139 FAA requirement, the District has to conduct a live mass casualty exercise every three (3) years. The exercise was scheduled for March 2, 2022 and will involve those agencies that would respond to the Airport in case of a large scale event.

A 7' fence, to enhance security, has been erected around the airfield lighting generator. Commissioner Collins asked and was informed that the posts were placed in concrete.

The Operations Manager updated the Board on a recent inspection of the Airport Apartments. Several unoccupied units had been broken into and vandalized. District staff have boarded up those apartments for safety and security reasons. Commissioner Collins asked and was informed that all access points were blocked and any potential fire hazards were noted and handled.

The Executive Director addressed the Board to discuss the Executive Directors Report.

The Executive Director announced that the San Francisco Air Service winter schedule was five (5) days a week, excluding Tuesdays and Saturdays; daily flights were resuming May 7, 2022. The seasonal Denver flight was scheduled to begin May 8, 2022, and run through September 28.

The Board was updated on project funding sources, including the recently approved Bipartisan Infrastructure Law funding.

The FAA toured the airport, as a meet and greet, and was supportive of the Districts projects and air service efforts.

The Board discussed several possible locations for the construction of additional hangars, including next to the main hangar, the Charlie II ramp, and off the main ramp, next to Reach. Commissioner Collins asked and was informed that the hangars would be 100' x 100'. Commissioner Pahls offered that an 80' x 100' hangar would be sufficient.

The District's Project Manager updated the Board on the delays to the ARFF building project. The District had been waiting on springs for the bay doors, which arrived at the beginning of the month. The springs were not heavy duty enough to lift the doors and other options were discussed. Installation of the bay flooring has been delayed due to the bay door issues.

The District's Project Manager provided the Board with a historical project timeline for the BLM project, which is reaching close out. An amendment to the original agreement is being discussed, that would replace all thirty six (36) interior doors and provide for exterior painting and gutter replacement.

The Executive Director offered an update to the ramp expansion project. The demolition of the FedEx building would occur next month, with the Airport Apartments and Maintenance shop to soon follow. It is anticipated that all buildings in the project area will be removed by June. The Board discussed the new ramp location and size, traffic flow and road realignment, City of North Bend pump station relocation and access to the electric charging station.

An environmental, archeological, cultural resource survey was done for the Airport property fencing project. Several artifacts were discovered that required further analysis.

Section V. Legal Discussion of Action Items:

The District Legal Counsel informed the Board of any legal aspect associated with the approval of the Action Items.

Section VI. Action Items:

Commissioner Bell (Second Commissioner Collins), moved to approve Johnson Rock Products to demolish the building located at 1411 E Airport Way, in the Amount of \$74,992. Motion passed.

Commissioner Benetti (Second Commissioner Pahls), moved to approve the ArInc lease agreement extension at the rate of \$1,000 per year for three (3) years. Motion passed.

Commissioner Collins (Second Commissioner Bell), moved to approve amendment #1 to the standalone professional services agreement with T-O Engineers in the amount of \$67,421.62. Motion passed.

Section VII. Commissioner Comments:

The next regular Board meeting was to take place March 17, 2022.

Public Comments:

Mr. Meynink and Mr. Bonetti, both residents of Coos County, addressed the Board one at a time and expressed concerns regarding the Tree and Brush Removal project.

Adjourn to Executive Session at 8:35 a.m. The executive session was held pursuant to ORS 192.660(2)(e).