



Airport Advisory Commission

# AGENDA

**Thursday, April 17, 2025, 3:30 p.m.**

This meeting includes in-person and virtual participation.

Santiam Room, City Hall  
333 Broadalbin Street SW  
or join the meeting here:

<https://council.albanyoregon.gov/groups/air/zoom>

Phone In: 1-253-215-8782 (long distance charges may apply)

Meeting ID: 815-8039-5498 Passcode: 611085

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to Order
2. Roll call
3. Approval of February 20, 2025, minutes
4. Staff updates
5. FBO update
6. Business from the commissioners
7. Public Comment
8. Next meeting date: Thursday, June 26, 2025
9. Adjournment

Robb Romeo

Tony Hann

*This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: [robb.romeo@albanyoregon.gov](mailto:robb.romeo@albanyoregon.gov) or 541-917-7605.*

*Testimony provided at the meeting is part of the public record, capturing both in-person and virtual participation, and are posted on the City website.*

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## AIRPORT ADVISORY COMMISSION

### MINUTES

February 20, 2025

3:30 p.m.

Santiam Room, City Hall/VIRTUAL

Approved: DRAFT

#### Call to Order

Chair Mel Huffman called the meeting to order at 3:30 p.m.

#### Roll Call

Members present: Chair Mel Huffman, Chuck Kratch, Rodney Moore, Debbie Origer, and JR Beroncal

Members absent: Theophilus Warren

Staff present: Transportation Manager Robb Romeo, and Clerk III Anita Dodd

Others present: Tony Hann

#### Elect Chair and Vice Chair

**3:30 p.m.**

Chuck Kratch made a motion to retain Mel Huffman as chair. Rodney Moore seconded the motion, and the motion passed the commission 5-0.

Kratch made a motion to appoint Debbie Origer as vice-chair, Moore seconded the motion, and the motion passed the commission 5-0.

#### Approval of January 16, 2025, Minutes

**3:32 p.m.**

Kratch made a motion to approve the January minutes as presented, Moore seconded the motion, and the motion passed the commission 5-0.

#### Staff Updates

**3:33 p.m.**

Transportation Manager Robb Romeo gave an update on the Albany Municipal Airport including heater installation, re-roofing the buildings, and runway lighting. He also notified the commission that all projects on the Capital Improvement Program (CIP) are most likely on hold for the next 5 years due to uncertainty of federal funding.

#### FBO Updates

**3:40 p.m.**

Tony Hann informed the commission that the Automated Weather Observing System (AWOS) wasn't reporting the ceiling for a day due to a possible power outage but started working again after a reboot. Romeo had lighting and a power outlet installed on the north side of the hangars near the gate in anticipation of a security camera installation in early March. The current employee that does upholstery will be retiring mid-March, so Hann is hoping to find a replacement shortly after that, so he doesn't have to fly to Salem for airplane

maintenance. He also gave an update on the pilot training program stating that there is a lot of interest, so he is expecting a busy year.

**Business from the Commission**

**3:46 p.m.**

Moore asked Hann if any of the local community colleges would consider hosting an aviation class. Hann replied that he did reach out to LBCC, but they are not interested as they are running out of funding and are cutting back on classes right now. Hann has been working on getting funding from the Credit Variance Administration System (CVAS), so he can join with another organization and form his own aviation training program.

Kratch expressed concern about renewing leases at the Albany Municipal Airport when hangar owners sell and suggested they invite City Attorney Sean Kidd to a future Airport Advisory Commission (AAC) meeting to have a conversation about raising rates as the leases are transferred.

Kratch made a motion that the AAC meet every other month apart from urgent business that requires an additional meeting on occasion effective immediately. Origer seconded the motion, and the motion passed the commission 5-0.

Huffman mentioned that Origer has been in contact with aviation consultant, Mike Jones, who specializes in working with small airports to boost their economic impact and enhance their operational efficiencies. Origer would like to invite him to come talk with the AAC after they have a chance to talk with Kidd.

**Public Comment**

**4:08 p.m.**

Hann said if the City decides to take over the hangars to make more money, he believes the renters will take their hangars and leave and the City could possibly lose even more funding in the long run.

**Next Meeting Date**

The next regularly scheduled meeting is on Thursday, April 17, 2025.

**Adjournment**

Hearing no further business, Chair Huffman adjourned the meeting at 4:24 p.m.

Respectfully submitted,

Reviewed by,

Anita Dodd  
Clerk III

Robb Romeo  
Transportation Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cityclerk@albanyoregon.gov](mailto:cityclerk@albanyoregon.gov)*

# ALBANY MUNICIPAL AIRPORT PROJECT LIST

DATE 04/17/2025

I T E M	PROJECT	STATUS	PROJECTED COMPLETION	COMPLETED
	Interceptor Sewer FBO	In progress, South gate road shutdown Adding Heaters		
	<b>Misc. Notes</b>			
	<b>CIP Projects</b>			
	Calendar Year 2025	Carry Over		
	*Calendar Year 2026	T-Hangar(s) Rehabilitation		
	Calendar Year 2026	R/W 16-34 Crack Seal, Fog Seal, and Pavement Marking (Design/Construction/SDC)		
	Calendar Year 2026	NE Apron / SW Taxilanes Rehabilitation		
	Calendar Year 2027	Aircraft Fueling Apron and Helicopter Parking Position (Predesign and Environmental)		
	Red indicates BIL Money			

\* Pushed back to FY 2026