



Airport Advisory Commission

# AGENDA

**Thursday, August 21, 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. Election of new Vice-Chair
4. Approval of April 17, and June 26, 2025, minutes
5. Staff updates
6. FBO update
7. Business from the commissioners
8. Public comment
9. Next meeting date: Thursday, October 16, 2025
10. 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.*

[albanyoregon.gov/council](https://albanyoregon.gov/council)





## AIRPORT ADVISORY COMMISSION

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### **MINUTES**

April 17, 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, Debbie Origer, Chuck Kratch, Rodney Moore, and JR Beroncal (Online)

Members absent: Theophilus Warren

Staff present: Transportation Manager Robb Romeo, City Attorney Sean Kidd, Risk Manager Luke Chicquaye, and Clerk III Anita Dodd

Others present: Janell Huffman, Tony Hann (Online)

#### **Approval of February 20, 2025, Minutes**

**3:30 p.m.**

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

#### **Staff Updates**

**3:31 p.m.**

Transportation Manager Robb Romeo gave updates on the Albany Municipal Airport, including grants, heaters, runway lights, and yardwork, inviting commissioners to volunteer.

City Attorney Sean Kidd attended the meeting to talk to the commissioners about current hangar airport leases and how to legally revise the leases and raise the rates as they expire or transfer to new lessees.

Risk Manager Luke Chicquaye attended the meeting to introduce himself and make himself available to the commissioners if they have any questions within the scope of his job position.

#### **FBO Updates**

**4:26 p.m.**

Tony Hann let the commission know they have been spring cleaning at the Albany Municipal Airport and have several things in need of repair, including the south vehicle gates, the fuel pumps, and the publicly accessible camera system.

Business from the Commission

**4:33 p.m.**

Moore has been thinking about ideas to save money and proposed they find volunteers to help with gardening duties at the airport instead of paying a gardening crew.

Debbie Origer's goal is to make the airport viable and self-sustaining, so she requested that the commissioners watch a video on YouTube Called "Presentation to Albany Oregon Airport Board" presented by Dr. Mike Jones: <https://www.youtube.com/watch?v=g4fRNwNUgwk>

Chair Mel Huffman expressed his interest in having a full board of commissioners with a vested interest in the airport and recruiting support from local business owners to guide in how to make the airport profitable and more valuable to the community.

Public Comment

**4:50 p.m.**

None.

Next Meeting Date

The next regularly scheduled meeting is on Thursday, June 26, 2025.

Adjournment

Hearing no further business, Chair Huffman adjourned the meeting at 4:51 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)*



## AIRPORT ADVISORY COMMISSION

### MINUTES

June 26, 2025

3:30 p.m.

Santiam Room, City Hall/VIRTUAL

Approved: DRAFT

#### Call to Order

Chair Mel Huffman called the meeting to order at 3:29 p.m.

#### Roll Call

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

Members absent: Matthew Arck (excused)

Staff present: Transportation Manager Robb Romeo and Engineering Clerk Anita Dodd

Others present: None

#### Approval of April 17, 2025, Minutes

**3:29 p.m.**

Chuck Kratch made a motion to approve the minutes as presented, but the commission didn't second the motion, so it will be brought back for a vote at the August 21, 2025, meeting.

#### Staff Updates

**3:30 p.m.**

Transportation Manager Robb Romeo gave an update on the Albany Municipal Airport, including grant funding and construction progress. Romeo extended an invitation to the commissioners to attend a meeting to tour the airport with select City employees and Eco Northwest on July 8, 2025.

#### FBO Updates

**3:38 p.m.**

Tony Hann was unable to attend the Airport Advisory Commission Meeting.

#### Business from the Commission

**3:38 p.m.**

Debbie Origer talked about events that will be happening at the museum hangar this summer including a United Way event with Kevin Manske, a swap meet, birthday parties for kids, the Art and Air Festival, and a project called "All Things Model Airplane and One Rocket". Origer will send Romeo a detailed schedule of upcoming events.

Kratch proposed adding signage or a mural on the freeway side of the hangar to draw attention to the Albany Municipal Airport. Origer mentioned that Dr. Gary Goby offered to make a wooden sign to place at the airport entrance. Romeo suggested asking the City of Albany Communications and Engagement Manager Matt Harrington to help with the design.

Public Comment

3:54 p.m.

None.

Next Meeting Date

The next regularly scheduled meeting is on Thursday, August 21, 2025.

Adjournment

Hearing no further business, Chair Huffman adjourned the meeting at 3:55 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 06/26/2025

I T E M	PROJECT	STATUS	PROJECTED	COMPLETED
			COMPLETION	
	Interceptor Sewer FBO PAPI Project Mowing	In progress, South gate road shutdown Wrapping up BIL Project Wrapping up PAPI project On our third and final round		
	<b>Misc. Notes</b>			
	<b>CIP Projects</b>			
	Calendar Year 2026	R/W 16-34 Crack Seal, Fog Seal, and Pavement Marking (Design/Construction/SDC)		
	Calendar Year 2027	NE Apron / SW Taxiways Rehabilitation		
	Calendar Year 2027	Aircraft Fueling Apron and Helicopter Parking Position (Predesign and Environmental)		
	Red indicates BIL Money			