

**Scappoose Industrial Airpark
Advisory Committee Meeting
November 29, 2010**

The regular meeting of the Scappoose Industrial Airpark Advisory Committee was held Monday, November 29, 2010 at 5:00 p.m. in the conference room of the Port of St. Helens office.

Advisory Committee

**Ted Dvorak
Chuck Flynn
Keith Forsythe
Mike Greisen
John Helm (absent)
Steve Hooper
Chris Iverson (absent)
Norm Jones
Shirley Parsons**

Staff

**Craig Allison
Sydell Cotton**

Meeting Called to Order

The meeting of the Scappoose Industrial Airpark Advisory Committee was called to order by Mike Greisen at 5:07 p.m.

Approval of Minutes

Shirley Parsons moved, Ted Dvorak seconded a motion to approve the October 25, 2010 minutes as presented. Motion carried unanimously.

Old Business

a) New Committee Member

Craig Allison reported the Commissioners have really become involved with the selection process of the new committee member. They decided to follow their own policy and conduct interviews of the two potential candidates before making a final decision. The Commissioners will be holding a joint meeting on the December 22nd at 5:00 p.m. at the Port office. The Advisory Committee requested a copy of the policy.

b) Distribution of Airpark Information Pamphlet

Craig passed around a copy of the new airport pamphlet. He said he will be distributing to airport businesses as well as the Chamber of Commerce.

c) Compass Rose Project

Craig asked Keith if he was still interested in helping with placing the compass. Keith said he was still on board with the project and asked if anyone had any drawings. Steve Hooper found information on placement of the compass, he said he will look into it and forward it to Keith.

Mike asked about the signage on the highway. Craig will contact Jon Hanken to get an update.

New Business

Craig announced the gate on the east side is now functional. He is getting ready to send out letters to all hangar tenants as well as the commercial tenants explaining how the new gate will operate. He plans on sending them out by the first of January.

As there was no other business the meeting adjourned at 5:35 p.m.

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Date Approved



Secretary Signature