

9850 64th Street West  
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piercecountywa.gov/ppw

**THUN FIELD ADVISORY COMMISSION**  
MEETING SUMMARY

April 19, 2022

A meeting of the Pierce County Thun Field Advisory Commission (TFAC) was held on Tuesday, April 19th, 2022 at 6:30 p.m. virtually on Zoom.

**I. Call to Order & Welcome**

Chair Andrew Karlsson called the meeting to order at 6:32 p.m.

TFAC VOTING MEMBERS	
<i>Present:</i>	<input checked="" type="checkbox"/> Andrew Karlsson, Chair <input checked="" type="checkbox"/> John Boyd, Vice Chair <input checked="" type="checkbox"/> Matthew Mackey <input checked="" type="checkbox"/> John Hurlbut, Vice Chair <input checked="" type="checkbox"/> Michael Thompson <input checked="" type="checkbox"/> Marshall Collins <input checked="" type="checkbox"/> J. Keith Kemper
<i>Excused:</i>	
TFAC NON-VOTING MEMBERS	
<i>Present:</i>	<input checked="" type="checkbox"/> Rod Propst, Airport Manager/Airport & Ferry Administrator <input checked="" type="checkbox"/> Nichole Weber, SHAC <input checked="" type="checkbox"/> Dave Morell, Councilmember
<i>Excused:</i>	
PIERCE COUNTY STAFF	
<i>Present:</i>	<input checked="" type="checkbox"/> Rod Propst, Airport Manager/Acting Airport & Ferry Administrator <input checked="" type="checkbox"/> Trever Threde, Airport & Ferry Administrator <input checked="" type="checkbox"/> Lissa Smith, Acting KPLU Airport Manager <input checked="" type="checkbox"/> Kim Schwannecke, Office Assistant
VISITORS	
<i>Present:</i>	Approximately 15 members of the public joined in person, with approximately 10 virtual members of the public participated.

**II. Approval of Meeting Summary**

Meeting Summary – October 19, 2021 and January 18, 2022

Motion Andrew Karlsson and Keith Kemper made a motion to approve prior meeting minutes.

**III. Reports**

**O&M Report** – Rod Propst and Lissa Smith presented a PowerPoint presentation

- **Hangar Door Replacement Update:** Lissa Smith stated that PLU has 45 new hangar doors, with 5 remaining hangar doors that are very compatible to the tracking system we have in place. There are some issues with the new hangar doors that we are aware of and we are working to get these fixed as soon as possible. If you have issues, please notify Lissa Smith.



- **Re-roofing One Hangar Door:** Smith stated that progress is being made on the re-roofing of County hangars, row 4. Row 4 is the second to the last building that needs a new roof. When completed, 4 of the 5 buildings will have new roofs.

- **Hangar Electrical Upgrade:** Smith stated that we are starting an electrical project on May 10. Every hangar is getting new outlets and lights that work. Lights will be LED, two outlets in the back by the tail, one on the outlet in the front. Hangars will need to be accessible, shelving and anything on the walls needs to be removed. Storage units are included in the electrical upgrade, so we will need access to the walls. If you do have lighting in your hangar, please take it out before we get to your row. Smith will be sending out notices and will make sure everyone has a place to go. After the new electrical is in, there are to be no alterations made by professionals not hired by the County. Full size refrigerators, heaters, AC units, etc. are also prohibited, as listed on pages 4-6 of the Hangar and Tie Down Agreement.

- **Engine Generator Update:** Smith stated that the Engine Generator is in our possession, located in a County facility for safe keeping. Smith stated that we need to do a lot of coordination to get the current one removed and the new one installed. Therefore, the new generator will be installed later this summer before winter weather. An attendee asked what the engine generator operates. Smith stated that the engine generator operates the runway lighting and is a backup. An attendee asked if we foresee shutting down the airport when installing the new engine generator. Rod Propst stated that we do not foresee shutting down the airport because it is lighter later in day during the summertime. An attendee asked if a County employee will need to run the generator and Propst stated that he believes it is automatic. An attendee asked how many KW the new one has. Smith stated that she believes it is 40KW. An attendee asked if there are any plans to expand its use, other than lighting. Propst stated that the engine generator will strictly be used for runway lighting. Michael Thompson asked if there is a backup plan in place for the ASOS, which is a self-



running unit. Thompson asked if it goes out in the event of a power outage. Marshall Collins stated that it has quit working in the past when there are power failures. Smith stated that we do not have a backup plan for that at this time.

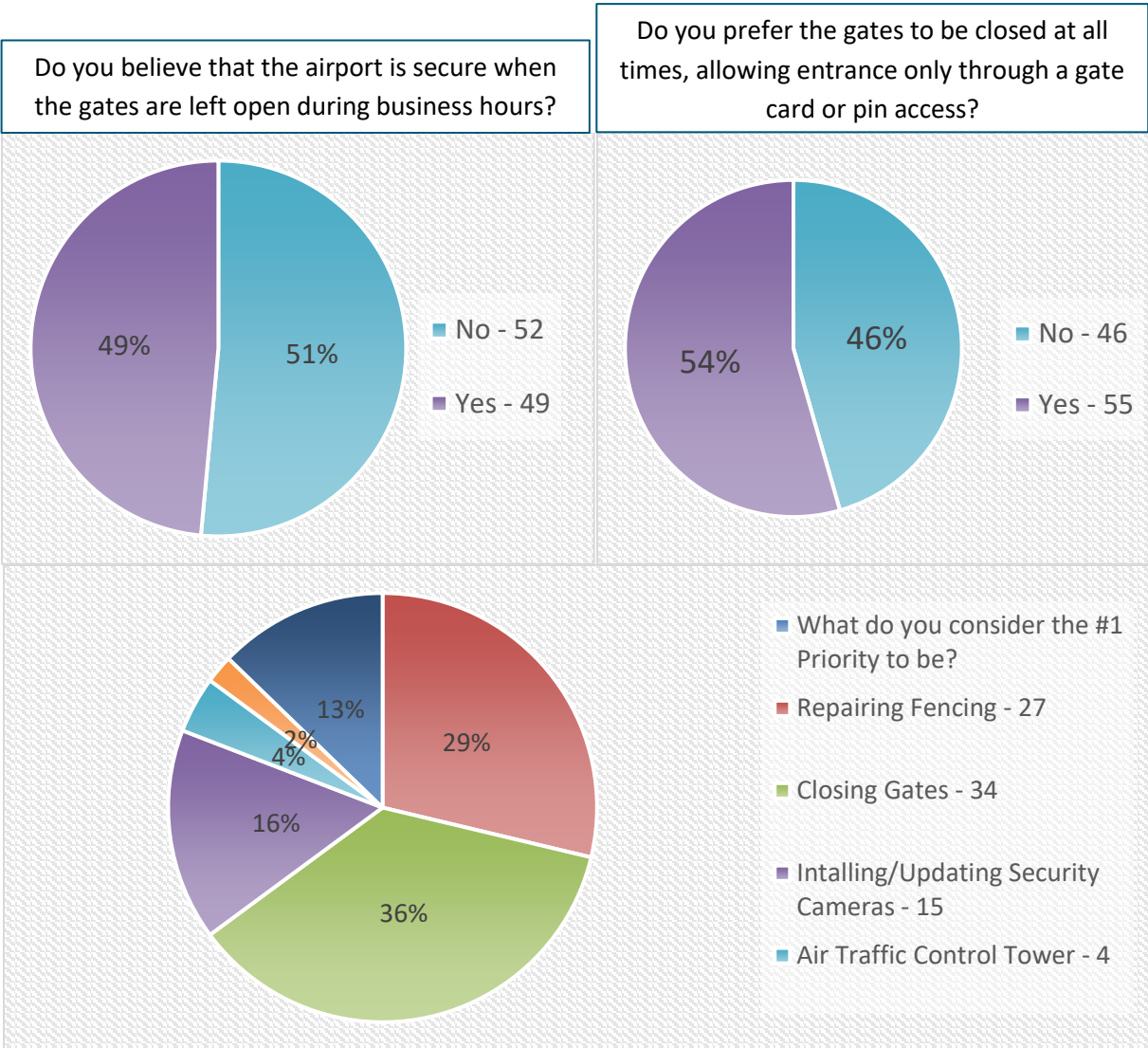
- **Security Assessment Results:** Propst stated that we provided a security assessment to tenants three times. The first time did not receive a significant response because it was the TSA assessment and incredibly cumbersome. The second time, we shortened the assessment and received 18 responses. The final assessment was through an online survey that was available from January to February and consisted of 11 questions. With this survey, we received 101 responses from users at Thun Field.

Propst stated that most responders preferred the gates to be closed. He stated that most responders reported that the signage was mostly adequate and security cameras would be nice. Propst stated that the FAA will not fund security cameras, but we would like to explore options during the next budget cycle. Propst stated that most responders did not think we needed additional hangar inspections and some responders wanted WiFi. Propst stated that we have looked into WiFi and have found it to be very expensive. Propst stated that we should be able to take payments online, but Pierce County has not figured out how to do that yet. Propst stated that a responder mentioned that a public bathroom would be beneficial instead of the porter potty. He also stated that a responder mentioned holding people accountable who do not have hangars in compliance. Propst stated that we are working with the Condo Association leadership to do that.

Thompson stated that we provided the survey three times. He asked if that was because we did not get the answer we wanted. Propst stated No, the first two surveys were just too difficult, and we did not get a lot of responses. Propst stated that our Communications team said we good do an easier survey online, and we came up with 11 questions. Propst stated that he would have done the third survey first had he known it would get the most responses.

Propst stated that the survey results showed that the top three priorities for PLU tenants are closing gates, repairing fencing, and installing/updating security questions. Propst stated that the full results will be posted on the website.

An attendee stated that there were two very large coyotes on the runway and asked if employees walk the perimeter to check the fencing for holes. Propst stated Yes, and the maintenance and operations team come out to fix the fence when there are holes. Propst stated that the coyotes dig under the fence. An attendee stated that he did not see any comments on lighting and that it is so dark at night. Propst stated we can certainly look into upgrading the lighting during the next budget cycle and that the condo associations are working on getting their lighting updated.



- Fuel Island Status:** Propst stated that PLU has a new fuel island. He stated that everything above ground is new, except for the filters which are on back order. This includes new sensors, emergency alarms, dispensers, hoses, ground cables etc. As soon as the filters arrive, they will be installed. We have four operational dispensers; they are not high flow dispensers because it is not FAA approved. Thompson asked approximately how many gallons/minutes and what the rating is. Propst stated that we have about 10 gallons on the north side and 20 gallons on the south side. Smith stated that everything that is installed is FAA approved, including a new kiosk and new buttons. Propst stated it is the most current model that QT Pod makes.



An attendee stated asked if the County could find some ladders that are more stable. Smith stated she will see what she can do. An attendee asked if there will be any signage posted about the pulsing. Smith stated that she will work on signage. Andrew Karlsson asked what

the price is compared to other airports. Propst stated that the price is right in the middle, plus or minus 10%. Propst stated that the Airport and Ferry Administrator, Trever Threde, is working on a policy. Thompson asked what customers should do if the kiosk does not print the receipt. Smith stated to call or email her, and she will get a copy of the receipt. Keith Kemper asked if we have heard anything from our supplier about replacing 100 LL. Smith stated that we do not have the facility for it currently, but we will work towards that goal for the future. Rod Wetherbee asked if there is any talk about giving the tenants a break on the petrol. Propst stated that fuel runs on average with the airports in the area +/- 10%, so it will not be the highest and it will not be the lowest. Wetherbee asked if there was a way to get a discount when using Epic Cards. Propst stated that the policy that Threde is writing will not include the Epic Card. Wetherbee stated that Pierce County does not pay interest on the credit card and suggested that we do another survey about whether or not the County should keep running the fuel island. Wetherbee expressed his frustrations and stated that they are trying to run a business. Wetherbee asked what the cost of the rehab was. Propst stated that he does not have an exact cost, but the Equipment Services Division budgeted about \$100,000. Propst stated that the rehab was supposed to be a two-day operation, and it turned into a seven-day operation. Propst stated that we did not do a good job communicating the fuel island closure and apologized.

**Noise Complaints** — *Propst continued with the PowerPoint presentation*

Propst stated that we have had two total noise complaints in 90 Days, one on 32nd St PI SE in Puyallup at 9:15 PM, and one in Enumclaw at 4:00 PM. Propst stated that people can now look up aircrafts on their own.

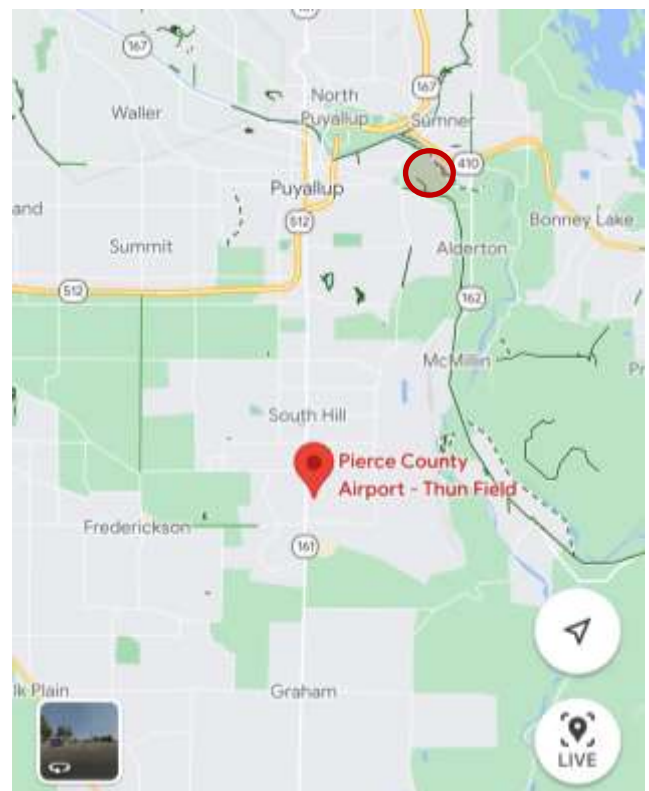
**Commission Reports** – *Andrew Karlsson*

Andrew Karlsson stated that he had the opportunity to sit in at the TNAAC meeting and he is disappointed that Wings and Wheels has been cancelled. Karlsson also stated that he visited Fire and Rescue across the field and Troy Williamson is looking at hosting future TFAC meetings in their conference room. Karlsson opened the floor to the other Commission Members.

Thompson stated that there has been a lack of advertising for the TFAC meetings. Thompson stated that there is no signage on the porter potties or gates, and it has not been posted in the public record. Propst stated that we will check with our communications, and if we have not complied than we will do that going forward.

**Council Update** – *Councilmember Dave Morell*

Councilmember Dave Morell stated that Thun Field is his baby, and he appreciates the involvement of everyone who runs the airport. Councilmember Morell stated that we are a



legislative branch that develops policy and budget. He stated that he has had some pains in communication with Pierce County. He used to be able to call Rod any time and have a discussion with him, but that does not happen anymore because he now must go through a chain of command. Councilmember Morell stated that it has been frustrating for him. He stated that he has yet to meet the new Airport and Ferry Administrator. Councilmember Morell stated that he is still out here on a regular basis, checking things out. He stated that he is working with Teen Flight and Clover Park, and he is pushing for Urban Air Mobility. Wetherbee asked Councilmember Morell if he is saying that there are too many layers of management. Councilmember Morell stated No, but the communication is not what it used to be. Thompson asked Councilmember Morell if that prohibits him from responding to constituents who email him. Councilmember Morell stated that he will respond to emails that are sent to him directly, but if it is regarding operations than he will shift that to the airport staff. He stated that he will look through his email.

**IV. Old Business** — *No Old Business to report.*

**V. New Business** — *Propst continued with the PowerPoint presentation*

**Career Fair:** Propst stated that Pierce County had a Career Fair on April 14<sup>th</sup> and we are looking for two Extra Hires for the summer, and one Limited Duration Full Time Airport and Ferry Maintenance and Operations Technician who will work two days a week at PLU (Fri and Sat) and two days a week at TIW (Sun and Mon). Propst thanked Councilmember Morell for putting this in the budget.

**VI. Visitors and Petitions**

Karlsson stated that it was Thompson's last TFAC meeting and he wanted to share. Thompson read a letter that he wrote which stated that the TFAC shall serve in an advisory capacity on matters, programs, and policies regarding Pierce County Thun Field, providing formal advice to the County. Thompson read that it is the role of the TFAC to be the devil's advocate. He read that it is the TFAC's purpose to call out a bad idea, which includes speaking out as well as writing to the Council and Executive. Thompson read that Pierce County should allow agenda items that they are not comfortable with. Thompson stated that he asked for the rate increases to be on tonight's agenda and was told by PCAIRPORT that the discussion of the process cannot happen during the process. Thompson stated that he was not looking for specific details, just the general process. Thompson read that the government should be run by the people. Six years ago, there was a different group of individuals on the County Council and Thompson was on a first name basis. Thompson stated that we should seek that. He stated that this is his final meeting after serving two full terms, but we can expect to see him on the sidelines.

Eric Brown asked how the rate increase is calculated. He stated he has emailed Trever Threde and Kerri Schaeffer but has not heard back. Brown asked if it can be put on the agenda. Brown stated that the lease agreement states that these rate increases would not be done short of 5 years, and anything over that could not be done in the 5-year period. He stated that he would like to discuss in a future meeting or offline in person, not through emails. Propst stated that Threde is happy to meet face to face, but we are not going to negotiate lease agreements in a public forum. Wetherbee stated that we have discussed lease increases at the TFAC previously and some of the rate increases are triple or quadruple what they were before. Wetherbee

stated that most lease agreements say, “mutually agreed upon.” Wetherbee stated that it is very concerning, and he is glad to hear other people have the same concerns.

Threde stated that our rates are established by a third-party vendor. He stated that he is willing to meet with any tenant if there is a disparity between what is believed to be the appropriate rate and what was assessed. He stated that he can provide a copy of the assessment to the tenant as well, and if there is a disagreement on the assessment than he is happy to work with you. Threde stated that some of the increases have not been active in 10+ years and the County is working to clear that backlog and bring our leases up to a standard that is acceptable to our tenants.

Shawn Pratt stated that Biden is coming to down on the 21<sup>st</sup>-23<sup>rd</sup>, which makes us a no-fly zone. He stated to check NOTAMs and NTFRs.

**VII. Adjournment**

The meeting was adjourned at 7:36pm

Motion of Adjournment given by Andrew Karlsson and Keith Kemper.

<b>TO CONTACT THE THUN FIELD ADVISORY COMMISSION:</b>	
<b>regarding any items on this agenda or any other issues:</b>	
<b>Call:</b>	(253) 798-2470 (Airport Administration)
<b>Fax:</b>	(253) 798-4695
<b>Mail:</b>	Thun Field Advisory Commission 9850 – 64 <sup>th</sup> Street W. University Place, WA 98467
<b>Email:</b>	<a href="mailto:pctfac@co.pierce.wa.us">pctfac@co.pierce.wa.us</a>
<b>Submit comments online:</b>	<a href="http://www.piercecountywa.org/thunfield">www.piercecountywa.org/thunfield</a> (click on “contact us”)