



MINUTES
AIRPORT ADVISORY COMMITTEE (AAC)
Glenn County, California

Wednesday, January 5, 2022

Members Present:

Ernie Pieper, Secretary
Jamie Lely, Chair
Gerald Kraemer, Vice-Chair
Ken Hahn, BOS Liaison
Mike Peavy, Willows

Staff Also Present:

Talia Richardson, PW Interim Director
Nathan Mendes, PW
Scott DeMoss, CAO

Members Absent:

Taylor Michaud, Willows

Others Present:

Ted Atlas

THIS MEETING WAS RECORDED AND FURTHER DETAIL CAN BE HEARD BY USING THE FOLLOWING LINK



GLENN COUNTY
AIRPORT ADVISORY

The meeting was called to order by Talia Richardson, Chair Lely was running late, at 3:35 p.m.

1. Roll Call

Jamie Lely, Orland, Chair
Mike Peavy, Orland
Ken Hahn, BOS Liaison

Ernie Pieper, Willows
Jerry Kraemer, Orland, Vice Chair

Absent

Taylor Michaud, Willows

2. Minutes

Matter: Approve Minutes of October 6, 2021 meeting
Documents: October 6, 2021 Minutes
Proceedings: Talia Richardson introduced item asking for any comments or corrections.
None being heard, asked for motion.
Motion/Second: Member Kraemer / Member Pieper
Order: Approve minutes of October 6, 2021.
Vote: Unanimous

3. Public Comment Period

Ted Atlas reported all apps are complete to have Willows-Glenn airport recognized as a historical site for the Mendocino Aerial Quadrant in 1956. Once approved by Board of Supervisors, apps will then be submitted to the State. Have also submitted for the Beacon Tower which is the last one in California still in use, built in 1920-1930. Talia Richardson updated that our Airport Consultant contract has expired and we are currently out to bid. Once we have the new Consultant,

we can go over this with them and take to the Board of Supervisors for approval. Scott DeMoss added if the FAA sees this as something that would inhibit future expansion of the Airport, they would give a negative qualification of approval. Don't believe this will be a factor based on the location of the tower though.

4. Discussion Items

Matter a: Budget/Staff Report
Documents: General Ledger Summary budget and Auditor Cash Balance Report, period ending 1/5/2022.
Proceedings: Talia Richardson reviewed budget/actual to date with committee. Two travel trailers were removed from the area behind Nancy's Airport Café as this is airport property and not long-term parking. Currently working with CHP and Sheriff's department on what kind of signage will legally work for this problem. There are currently five vacant hangars available at the Willows airport and three at the Orland. Alex has been in contact with the Hurlburt's for maintenance. They have taken care of a portion of the area and the rest is being left to voluntary crop for now. Member Kraemer inquired the Amazon issue of use of airport driveway. K-rails installed but not working. Mr. DeMoss replied he had spoke with BRT and they were to have a conversation with Amazon. BRT was unaware of it being a private driveway for airport use only. Mrs. Richardson stated we will look into signage to state that it is a private driveway and not for public use.

Discussion item only

Matter b: Potential Airport Clean-Up Events
Documents: Volunteer Application
Title 12.09.02 Overview, 12.09.04 Purpose, 12.09.06 Application, 12.09.08 Policy Administration, 12.09.10 Scope, 12.09.12 Risks of Injury to Volunteers or Property Damage, 12.09.14 Notification to Risk Management and Personnel, of Glenn County Admin. Manual
Proceedings: Talia Richardson discussed forming an ad-hoc committee and asked the Members what clean up things could be addressed. Member Peavy volunteered to be on committee. Items mentioned were weed control, hangar maintenance, putting up wire for pigeons. Discussed the volunteer application and local high schoolers having to complete community service hours and being possible volunteers. Member Peavy inquired use of the social security number on the form, do we need to use? Mr. DeMoss stated he would check with Personnel as this is their form but, he believes it is required due to workman's comp.

Discussion item only

Matter c: Update of Lease Concerns/Suggestions submitted to County Counsel
Documents: None
Proceedings: Mrs. Richardson reported all concerns have been submitted to Counsel and he is in the process of drafting new leases. Member Peavy voiced still having questions regarding Orland airport ALP. Mrs. Richardson asked that

he submit his questions via email to her so that County Counsel could further respond. Members requested a copy of the ALP which, Mrs. Richardson stated would be sent to them.

Discussion item only

Matter **d**: Potential Land Lease
Documents: None
Proceedings: Mrs. Richardson turned this item over to Mr. DeMoss. Mr. DeMoss shared with Members that Mr. Concur owns and operates metal/rock art business on Hwy 32 in Hamilton City and he would like to lease site LL3 for six months to try out the market for his business. After six months, possibly extend lease and add a building to operate the business out of. Members agreed to Mr. Concur's proposition.

Discussion item only

Matter **e & f**: Airport DBE Presentation & ACIP Update – Nathan Mendes
Documents: Intro to Nathan's Presentation
Glenn County Airports DBE Goal Announcements FY 2022-2024 Power Point Presentation
AWP ACIP Data Sheets
RFQ for Professional Engineering, Consulting, and Planning Services for the Glenn County Airports
Proceedings: Mrs. Richardson turned this time over to Nathan Mendes. Mr. Mendes went on to explain each airport is given \$150,000/year for a four-year \$600,000 max to address these issues. Funds are transferable between airports. He shared the plans for each airport under these funds through 2027. Mrs. Richardson added these are items that are required to be addressed per FAA annual inspections, before the County can address items it would like to see addressed. Mr. Mendes introduced the DBE (Disadvantage Business Enterprise) goals for fiscal years 2022-2024. FAA would like Counties to utilize 18.2% of funding on DBEs for these projects.

Further discussion details can be heard in the recording of this meeting and viewed in the handouts.

Discussion item only

Matter **g**: AWOS Update
Documents: None
Proceedings: Mrs. Richardson something for future discussion as the other projects are priority.

Discussion item only

4:45 p.m. - Member Peavy had to excuse himself from the meeting but, prior to leaving, stated his vote on the Fuel Pricing Policy was aye.

5. Action Items

Matter a: Fuel Pricing Policy
Documents: Fuel Pricing Policy
Proceedings: Mrs. Richardson introduced item asking for any comments or corrections.
None being heard, asked for motion.
Motion/Second: Member Lely / Member Pieper
Order: Approve Recommendation to the Board of Supervisors to approve Fuel Pricing Policy.
Vote: Unanimous

6. Unscheduled Matters

None

7. Call for Agenda Items for Next Meeting

- a. Airport Consultant Update
- b. Historical Landmark Update
- c. New Elections
- d. Airport Work Day

8. Next Regular Scheduled Meeting

Wednesday April 6, 2022 at 3:30 p.m.
Public Works Agency
Conference Room
777 N Colusa Street
Willows, CA 95988

Adjourn

Meeting adjourned 4:54 p.m.