



**MINUTES**  
**AIRPORT ADVISORY COMMITTEE (AAC)**  
**Glenn County, California**

**Wednesday, July 6, 2022**

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**Members Present:**

Gerald Kraemer, Orland, Chair  
Jamie Lely, Orland, Vice-Chair  
Mike Peavy, Orland  
Taylor Michaud, Willows  
Tom Arnold, BOS Liaison

**Staff Also Present:**

Don Rust, PW Director, Airport Manager  
Talia Richardson, PW Deputy Director  
Jolene Swanson, PW Clerk  
Alex Galvan, PW Airport Site Worker  
Nathan Mendes, PW Eng.  
Scott DeMoss, CAO

**Members Absent:**

Ernie Pieper, Willows

**Others Present:**

David Dietz, Armstrong  
Chris Nocks, Armstrong  
Mike Dikun, Armstrong

The meeting was called to order by Chair Kraemer at 3:38 p.m.

**1. Roll Call**

Jerry Kraemer, Orland, Chair  
Jamie Lely, Orland, Vice-Chair  
Mike Peavy, Orland

Taylor Michaud, Willows  
Tom Arnold, BOS Liaison

**Absent**

Ernie Pieper, Willows

**2. Approval of Minutes**

Matter: Approve Minutes of April 6, 2022 meeting  
Documents: April 6, 2022 Minutes  
Proceedings: Chair Kraemer introduced item asking for any comments or corrections.  
None being heard, asked for motion.  
Motion/Second: Member Peavy / Member Lely  
Order: Approve minutes of April 6, 2022  
Vote: Unanimous

**3. Public Comment Period**

Member Lely commented that the Amazon use of airport driveway was out of control. Don Rust stated that staff will work directly with BRT to try and rectify issue. Talia Richardson added she put in an update request to google maps.

**4. Discussion Items**

Matter a: Budget/Staff Report  
Documents: Auditor Cash Balance Report, period ending 6/30/2022.  
Proceedings: Talia Richardson reported cash in treasury of \$775,219.81. Budget to Actuals not closed yet due to fiscal year end.

Fuel sales are down 79% at WLW and 68% at 037 since price increase last order. Current fuel price at 037 is \$7.92 and WLW is \$7.91.

Alex Galvan shared that the Road crew has put up signage for the airport driveway and behind Nancy's Airport Café. Have had to ask squatters to move off airport property at WLW. Approximately Fifty gallons of fuel was stolen from 037; lock was cut off. Claim has been submitted. Mr. Galvan is now taking handles to reduce possibility of future theft. Ball valve has been replaced. There was a crash at WLW, landing gear collapsed, no injuries or damage to anything or anyone, other than the plane. Need to weed eat at 037 where helicopters were stationed.

#### **Discussion item only**

**Matter b:** Introduction of Armstrong Consultants  
**Documents:** None  
**Proceedings:** Chris Nocks introduced himself, David Dietz, and Mike Dikun and explained their positions with Armstrong.  
Member Peavy inquired on their knowledge of leases. Mr. Nocks replied, we are not attorneys but, have knowledge from years of working with FAA and County Airports. He also shared Corning airport project that is using drones.

#### **Discussion item only**

**Matter c:** Ad Hoc Committee – Airport Clean Up Day – Mike Peavy  
**Documents:** None  
**Proceedings:** Member Peavy reported we are pushing off till Fall.

#### **Discussion item only**

**Matter d:** Fundraiser Discussion  
**Documents:** None  
**Proceedings:** Mrs. Richardson shared members had mentioned wanting to have fund raisers for projects not covered under grants/funding.  
Member Peavy inquired what money raised would be used for.  
Member Lely reminded members Scott DeMoss was going to look into the fundraiser possibility.

#### **Discussion item only**

**Matter e:** 037 Taxiway – Future ALP Discussion  
**Documents:** Figure B-1 Projects in Order of Ranking by Survey of FAA Personnel  
**Proceedings:** Chair Kraemer requested the possibility of adding 037 taxiway as a future ALP project.  
Mr. Dietz suggested giving them some time to work with staff and come up with something, possibly for next meeting, and shared an example.

#### **Discussion item only**

Matter **f**: Orland Meeting Location  
Documents: None  
Proceedings: Members discussed and came to agreement to continue to hold meetings in Willows for now.  
Mr. Rust shared that if an emergency meeting in Orland is needed, we could make it work.

**Discussion item only**

Matter **g**: Lease Agreements Update  
Documents: 2006 Cal. AG LEXIS 22  
Proceedings: Mr. Rust reported on handout that explains legal aspects of what involvement the AAC is allowed if any. Noting they cannot “negotiate” lease agreements or rental rates. Armstrong Consultants is reviewing leases and legal information and will bring findings back to committee.  
Chair Kraemer clarified, we (AAC) are an advisory committee and we can bring suggestions to staff but, final decisions are made by Board of Supervisors (BOS)?  
Mr. Rust stated County Counsel represents the BOS. AAC members may come to the BOS meeting as a citizen to express thoughts and or concerns.  
Member Lely inquired if Lessees could sell their hangars on Land Leases (PAPs/Buildings). Mr. Nocks responded once we review, we will share our findings on these questions.  
Mr. Rust explained, bottom line, we follow FAA rules.  
Chair Kraemer asked to clarify, are we a Commission or a Committee?  
Mr. Rust replied an Advisory Committee. The committee may bring an “Action Item” to the Board of Supervisors (BOS) as a “Recommendation” but, the BOS has the right to pass or fail the recommendation.  
Member Lely commented once we see what other airport do with leases, we can make a suggestion to the BOS.

**Discussion item only**

Matter **h**: WLW Drainage Upgrade/Pavement Rehabilitation Project Update  
Documents: None  
Proceedings: Nathan Mendes reported the FAA has approved funding and we are awaiting final documents. We will apply with Caltrans for the 5% construction.

**Discussion item only**

Matter **i**: Civil Air Patrol Participation Discussion  
Documents: Civil Air Patrol Auxiliary to the U.S. Air Force  
Civil Air Patrol Publications Advertising Rates/Specifications for Ad Copy  
Proceedings: Mr. Rust reported that the Civil Air Patrol reached out to the County for funding through advertising asking the committed of their interest.  
Member Peavy inquired of the nearest location.  
Mr. Galvan responded Redding, Sacramento, and Navato.  
Committee agreed to put as action item on October’s meeting.

**Discussion item only**

**5. Action Items**

None

**6. Unscheduled Matters**

Member Lely inquired of their claim submitted for reimbursement of repair to 037 hangars due to high winds after hours. Mr. Rust replied the claim was submitted to Golden State Risk Management for review.

**7. Call for Agenda Items for Next Meeting**

- a. Civil Air Patrol – Action Item – Recommendation to Support
- b. OA Taxiway ALP Discussion
- c. Lease Agreements Update

**8. Next Regular Scheduled Meeting**

Wednesday October 5, 2022 at 3:30 p.m.  
Planning and Community Development Agency  
Conference Room  
225 N Tehama Street  
Willows, CA 95988

**Adjourn**

Meeting adjourned 4:55 p.m.