



MINUTES
AIRPORT ADVISORY COMMITTEE (AAC)
Glenn County, California

Wednesday, October 5, 2022

Members Present:

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

Staff Also Present:

Don Rust, PW Director, Airport Manager
Talia Richardson, PW Deputy Director
Jolene Swanson, PW Clerk
Nathan Mendes, PW Eng.

Members Absent:

Others Present:

David Dietz, Armstrong

The meeting was called to order by Chair Kraemer at 3:37 p.m.

1. Roll Call

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

Taylor Michaud, Willows
Ernie Pieper, Willows
Tom Arnold, BOS Liaison

Absent

None

2. Approval of Minutes

Matter: Approve Minutes of July 6, 2022 meeting
Documents: July 6, 2022 Minutes
Proceedings: Chair Kraemer introduced item asking for any comments or corrections. None being heard, asked for motion.
Motion/Second: Member Lely / Member Michaud
Order: Approve minutes of July 6, 2022
Vote: Unanimous with Member Pieper abstaining, as he was not in attendance.

3. Public Comment Period

None

4. Discussion Items

Matter a: Budget/Staff Report
Documents: Auditor Cash Balance Report, period ending 10/05/2022.
Proceedings: Talia Richardson reported cash in treasury of \$684,749.70. No significant jump in fuel prices to come.
Member Kraemer asked for clarification on how to read budget.
Mrs. Richardson reminded members our Fiscal Year is July 1 – June 30, the PW/ISF allocation is related to Staff time and is done quarterly.

Member Kraemer inquired why such a difference in WLW verses 037. Mrs. Richardson explained the income from BRT/Amazon, IronTree, and Wilbur Ellis for 037. Don Rust added IronTree will be going month to month as they have requested break of their lease but, not sure of the end date.

Member Lely inquired why nothing is happening with BRT controlling Amazon and the issue with using the airport driveway.

Mr. Rust replied he is working with BRT directly to come up with a solution that will work, possibly putting up fencing.

Discussion item only

Matter b: WLW Security Fencing
Documents: None
Proceedings: Member Michaud reported they continue to have break-ins at WLW, locks are cut, and they had jet fuel stolen. Mrs. Richardson replied we will look into Capital Improvement. Nathan Mendes mentioned this could be funded by the Bipartisan Infrastructure Law (BIL) currently and could be subject to change based on airport security. Mrs. Richardson stated we can also reach out to the Sheriff Office for more patrol.

Discussion item only

Matter c: WLW Drainage Upgrade/Pavement Rehabilitation Project Update
Documents: None
Proceedings: Nathan Mendes reported mobilization started and groundwork is to start October 24, 2022 with completion of December 17, 2022, adding, there is a 30-day cure time before paint. Member Kraemer inquired if pilots are to be notified. Mrs. Richardson replied yes, a letter will be going out to all WLW Leases.

Discussion item only

Matter d: 037 Taxiway ALP
Documents: None
Proceedings: Mr. Mendes updated members that funding only comes up every five years and was last received in 2019 therefore, we will receive our next funding in 2024. ALP and ACIP documents for projects have been submitted to the FAA Consultant for review.

Discussion item only

Matter e: Lease Agreements Update
Documents: None
Proceedings: Don Rust updated members based on conversation with FAA Consultants and County Counsel, we will break down the leases into four types; Pilot Only, Commercial, Land, and Tie-Down. Member Lely inquired if the AAC members will get to review. Mr. Rust responded only the Board of Supervisors (BOS) has the authority to review and approve, adding, members are welcome to attend the Board

of Supervisors meeting, as citizens, to give comments. Once we are aware of the date of the BOS meeting, we will notify you.

Discussion item only

5. Action Items

Matter: Civil Air Patrol Participation
Documents: Civil Air Patrol Publications Advertising Rates/Specifications for Ad Copy
Proceedings: Chair Kraemer introduced item. Mr. Rust discussed the item with the members, explaining a one-inch column ad would cost \$95. Member Kraemer inquired as to how often this cost is paid. Mr. Rust replied annually. Hearing nothing further, Chair Kraemer ask for a motion.
Motion/Second: Member Lely / Member Pieper
Order: Approve Recommendation for Civil Air Patrol Support Ad.
Vote: Unanimous

6. Unscheduled Matters

Member Pieper presented a photo of caster wheels he used to repair his hangar door commenting It is a possible inexpensive fix for the steel hangar doors in need of repair.

Member Lely inquired if this was reimbursable.

Mrs. Richardson stated we would have to look at his specific lease agreement.

Member Pieper inquired as to why this committee was not required to complete the Form 700 Conflict of Interest.

Chair Kraemer requested that be added to the next agenda as discussion item along with the Bylaws.

Mrs. Richardson commented that she received a call from someone stating that water next to fuel tanks was capped off and asked Member Michaud if he was aware of this. Member Michaud replied he knew nothing about this.

7. Call for Agenda Items for Next Meeting

- a. Bylaws/Form 700/Brown Act
- b. Caster Wheels
- c. Lease Agreements Update

8. Next Regular Scheduled Meeting

Wednesday January 4, 2023 at 3:30 p.m.
Planning and Community Development Agency
Conference Room
225 N Tehama Street
Willows, CA 95988

Adjourn

Meeting adjourned 4:35 p.m.