



MINUTES
AIRPORT ADVISORY COMMITTEE (AAC)
Glenn County, California

Wednesday, October 6, 2021

Members Present:

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

Also Present:

Talia Richardson, PW Interim Director
Alex Galvan, Airport Site Worker
Nathan Mendes, PW
Jolene Swanson, PW Clerk
Scott DeMoss, CAO

Members Absent:

None

Others Present:

Joakim Osthus, Mead & Hunt

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

https://zoom.us/rec/share/5HUI0bDvaKL9kQseMtA_CRG5hLNNikjWQF6mjXOY2RsdNV_CHKd5d8p7fkWU92Vt.OQezT3KJmK5Eik7o
Passcode: U7qRLz+ =

The meeting was called to order by Chair Lely at 3:33 p.m.

1. Roll Call

Jamie Lely, Orland, Chair	Ernie Pieper, Willows
Mike Peavy, Orland	Taylor Michaud, Willows
Jerry Kraemer, Orland, Vice Chair	Ken Hahn, BOS Liaison

2. Minutes

Matter:	Approve Minutes of July 7, 2021 meeting
Documents:	July 7, 2021 Minutes
Proceedings:	Chair Lely introduced item asking for any comments or corrections. None being heard, Chair Lely asked for motion.
Motion/Second:	Member Pieper / Member Kraemer
Order:	Approve minutes of July 7, 2021.
Vote:	Unanimous

3. Public Comment Period

None heard

4. Discussion Items

Matter a:	Review and Discuss Budget/Staff Report
Documents:	Budget papers
Proceedings:	Chair Lely introduced the item.

Alex Galvan reported he is going through training with the Ag Department on use of the sprayer so that he may be able to spray around the airports. He also shared the spring at WLW was not working and parts have been ordered. K-rails will be installed by the Roads Department at 037 to detour Amazon employees and others from using the airport driveway.

Mrs. Richardson reported that she has Nathan Mendes working on the Airport Layout Plan (ALP) with Mead & Hunt.

FAA Grant requires our project list for the next five years. This includes WLW apron & drainage and 037 taxiway.

Member Pieper inquired on the Hurlburts requirements to maintain WLW. Mr. Galvan replied he spoke with them. Timing was off with the fire department for burning. Waiting to hear back as they are short staffed. If the fire department can't assist, Hurlburt's are on their own to manage.

Mrs. Richardson went over fuel sales and shared the average fuel costs are \$5.24. Our costs are \$5.28 at WLW and \$5.29 at 037. Our purchase price is down 20 cents from last purchase.

Mr. DeMoss stated he will be contacting BRT regarding Amazon's use of the airport driveway and we are working on signage to assist.

Discussion item only

Matter b: Update of Lease Concerns/Suggestions submitted to County Counsel
Documents: AAC Lease Questions
Proceedings: Chair Lely introduced the item.

Member Peavy commented he is very happy with what he has read. He asked about what to do about the PAPs. Mr. DeMoss stated that he and County Counsel came to a good middle ground.

Member Peavy shared he wants upgrades done to hangars. Mrs. Richardson responded the safety projects must be done to be compliant to go to FAA with additional requests. She asked that the members and pilots reach out to Alex Galvan with preventative maintenance issues.

Member Peavy inquired on the possibility of volunteer work by pilots. Mrs. Richardson replied she would definitely look into that. Mr. Galvan inquired with member Pieper as to the consensus of the pilots. Member Pieper replied taking care of the Ag businesses is top consideration.

Discussion item only

Matter c: Fuel Pricing/Policy Discussion
Documents: Current Policy – handed out at meeting
Proceedings: Chair Lely introduced item.

Mrs. Richardson went over the current process document with the members. Sharing 037 price is slightly increased compared to WLW due to delivery location. Mark up is based on delivery cost; currently 20% increase is standard within 100-mile radius.

Member Peavy asked how this is different from past practice. Mrs. Richardson replied it was a 38% mark up. We will keep a minimum 20% mark up to cover indirect costs. Also sharing, Colusa County is the closest for comparison and currently they are higher than Glenn County at \$5.44.

We will finalize the policy, making sure we cover both direct and indirect costs, still with a profit.

Discussion item only

Matter **d**: WLW Drainage Upgrade & Pavement Rehabilitation/Design – Mead & Hunt Presentation

Documents: None

Proceedings: Chair Lely introduced item.

Joakim Osthus, of Mead & Hunt, presented update on WLW drainage upgrade reporting there will be no access to the runway from this area for approximately one month during construction. There has been some asbestos found that needs to be dealt with.

Member Michaud inquired as to why the East side of C2 & C3 was not included in this project. Mr. Osthus responded per the FAA, not eligible under grant funding. The grant is 90% paid by FAA and 10% by County. Any work outside of the grant would be 100% paid by County. Member Pieper asked if the FAA had already considered that area. Mr. Osthus stated yes, the area is not considered “public use” by FAA, therefore, not covered under grant. Chair Lely proposed we look into costs for this area as it would be less expensive to do at the same time as grant work. Mrs. Richardson stated we could look into the budget, scope of work, and engineering costs, to get estimate and see if County AAC budget could cover. Member Michaud inquired on timing of project. Mr. Osthus responded the timing would start with putting out to bid in the Spring, choose contractor, then apply for grant. Once approved, then Notice to Proceed should come in late Summer-Fall.

Member Pieper commented the floor of his hangar is lower than the drain area causing water to puddle inside, would like to look into adding rain gutters.

Discussion item only

5. Action Items

None

6. Unscheduled Matters

Member Kreamer distributed AWOS weather handout from POTOMAC AVIATION - Micro Tower advertisement sharing he would like to look into getting this system for the pilots. Adding there is no need for FAA approval and it would lower the pollution on radio frequencies. Member Peavy inquired if there is a maintenance fee once installed. Installation is estimated to cost \$100K. Members asked this be added to their Safety List.

7. Call for Agenda Items for Next Meeting

- a. Potential Airport Clean-Up Event/Pilot Volunteers
- b. Update of Lease Concerns/Suggestions
- c. Fuel Pricing Policy – Action Item
- d. ACIP Update List
- e. AWOS Update

8. Next Regular Scheduled Meeting

Wednesday January 5, 2022 at 3:30 p.m.

Public Works Agency

Conference Room

777 N Colusa Street

Willows, CA 95988

Adjourn

Meeting adjourned 5:05 p.m.