

## AIRPORT ADVISORY COMMITTEE – MINUTES

October 10, 2014 at 9:00 a.m.  
Trinity County Library Meeting Room  
Weaverville, California

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### 1. **CALL TO ORDER**

Chair Jim Weddell called the meeting to order at 9:12 a.m. Members present: Judy Pflueger, John Kizziar, Lyn Scott and Jim Weddell. Members Absent: Anthony Edwards and Mike McHugh. Staff present: Director of Transportation, Richard Tippett, and Clerk Ruth Hanover.

### 2. **PUBLIC COMMENT**

*Members of the public may address the Airport Advisory Committee concerning matters within their jurisdiction, which are not listed on the agenda and to request that a matter be agendized for a future meeting. No action may be taken on these matters at this meeting.*

No comments received.

### 3. **MINUTES** – June 27, 2014 and August 1, 2014.

Judy Pflueger made a motion to approve the Minutes of June 27, 2014 as submitted, and the Minutes of August 1, 2014 as amended. John Kizziar seconded. Motion carried unanimously.

### 4. **DISCUSSION RE DEVELOPING MISSION STATEMENT**

Chair Weddell advised he felt the committee should develop Mission, Value, and Vision Statements. He distributed a summary of individual and unrelated points that could be utilized to develop such statements, and asked all members review for possible later action.

Discussion ensued regarding the possibility of conducting flight schools at the airports. Director Tippett advised any revenue generated by an airport has to remain at that airport. Judy Pflueger expressed concern over the dwindling number of pilots. Lyn Scott commented the younger generation is not as interested in aviation as his generation was.

In general comments, Director Tippett stated the Hilliby's called him and they are going to maintain their existing through the fence encroachment onto Trinity Center Airport.

There was discussion regarding use of the old pilots' lounge at the Hayfork Airport. John Kizziar to talk to Paul Israel regarding the use.

**5. DISCUSSION RE WORKING RELATIONSHIP WITH VOLUNTEER FIRE DEPARTMENTS**

Chair Weddell advised he spoke with the Watershed Center and there may be grants available to purchase equipment, and we could develop a Memorandum of Understanding with each Volunteer Fire Department for the use of the equipment. Director Tippettt advised he doesn't have a problem loaning a mower deck to the volunteer fire departments, but not equipment such as a tractor. Chair Weddell stated the equipment wouldn't be acquired with County funds, which it would come from Grants, so the equipment would belong to the volunteer fire departments. Extensive discussion followed, and Director Tippettt reiterated he has no problem loaning out a mowing deck, but equipment like a tractor is a different story due to the cost, the care of using equipment, and liability involved. He said the mower deck and weed whackers could be in a mobile unit, which allow for it to be share at all the airports. Director Tippettt advised we have a MOU with Hyampom Airport but not the others. He said fire departments are public entities. Chair Weddell asked about having users of the airports doing the work. Tippettt responded it really has to do with the volunteer fire departments. He said the intent of a MOU with the different volunteer fire departments is for them to provide a service and get reimbursed. Issuance of the MOU's has not been due to lack of desire, but rather a lack of staff time.

**6. CHAIR'S REPORT ON ASSOCIATION OF CALIFORNIA AIRPORTS CONFERENCE**

Chair Weddell reported on the Association of California Airports annual meeting held in South Lake Tahoe, September 10-12, 2014.

Chair Weddell asked when Director Tippettt would ask the Board of Supervisors to hire an Airport Manager. Tippettt responded after we get through the next budget. He said we don't need a full time Airport Manager, and that he has \$50,000 for a part time engineering technician. Tippettt advised we are going into the red now repairing the airports. He said up until recently we have barely had the money to turn on the lights. He said when he has \$50,000, the decision is to either hire a person or do the repairs at Hayfork Airport. For now, repairs are the priority.

Discussion followed regarding the gas tax and pedestrians on the runways.

**7. DIRECTOR'S REPORT**

Director Tippettt discussed letter received from Federal Aviation Administration regarding application deadline for federal grants for Airport Capital Improvement Projects (January 31, 2015). He said you try to look 5 years out for what you want to do, and we need to take it from the angle of what we really need. He asked the Committee to choose two or three items for the next 5 year cycle. Director Tippettt recommend that projects be consider, which are;

1. James E. Sweet Runway extension. Feds don't want to extend 1,000 feet, but they will agree to 250 feet runway safe area. Tippettt recommends not doing anything until the hanger leases expire later this year.

2. Hayfork Airport - \$225,000 for design, and project out construction cost in year 5.
3. Hyampom Airport – not eligible for a capital project using State A&D funds, however, there is no current request.
4. Pavement overlay at Ruth Airport – approved by CTC the other day, expecting to construct at the beginning of next summer.
5. Ruth Airport Taxiway and Apron - \$120,000, construct hangar \$200,000, constructions of taxiway is in Airport Layout Plan, but do not foresee this as a priority in the near future. Director Tippett said Money for runway widening to 60' with taxiway to be done at a later date because there is extensive environmental.

We have to update Airport Layout Plans – can use STIP money and LTF funds.

Recesses 11:25 a.m., reconvenes 11:35 a.m.

Discussion of Capital Projects continues;

Billboard VASI vs electronic VASI and warning sign at Weaverville Airport. Chair Weddell asked about moving the billboard VASI to Hyampom Airport. Moving the billboard VASI could be considered later now that the VASI is installed. Rick said he would like to put motion activated yellow flashing sign at Weaverville airport so lights come on to say “wrong way”.

Director Tippett reported the slurry seal at Trinity Center is coming up for funding, but was not funded in this round. Judy Pflueger asked when the slurry sealing would be done. Tippett responded in two years.

Regarding relocating the service road at the Trinity Center Airport, Tippett advised we cannot get federal funds but we may be able to get state funds, and we will have to do an environmental document.

Tippett stated at Hyampom he wants to seal the runway, and at Ruth he will be constructing the pavement overlay and crack repair in early summer next year.

Judy Pflueger commented that the focus should be on Hayfork pavement and the runway extension. Director Tippett stated we have AWOS listed, extend box culvert, extend taxiway, and relocating Riverview Road. There was a concern expressed by Chair Weddell about location of Riverview Rd. due to the adjacent floodplain.

Regarding Trinity Center Airport runway, Tippett advised FAA has already said no to extending it 1,000', but would agree to 250'. Judy Pflueger commented that 250' we'll be in the lake, so it's actually 250' of safety area. Tippett advised there would have to be an environmental document regarding safety and the access road.

Director Tippett recommended the following be priorities:

1. Hayfork Airport - runway extension and road. He said the environmental document is already done. He said we should use program design funding next year

and put the program construction out 4 years.

2. Trinity Center Airport – environmental document for 250’ safety area. He said we can use the same environmental document for land acquisition in the future. He said because it is in the lake, the federal government will require an Environmental Impact Statement. Tippet to request

Judy Pflueger moved to allow Director Tippet to look at pavement studies done for airports and pick one project for \$1,000,000 (likely Trinity Center apron pavement), taxiway extension at Hayfork Airport, and 250’ safety area at Trinity Center Airport. Seconded by John Kizziar. Motion carried 4-0-(2 absent).

Director Tippet advised he would be meeting with the feds in December in Brisbane (SFO) and invited Chair Weddell to attend.

## **8. OLD BUSINESS**

Director Tippet advised the Board of Supervisors approved the Airport Budget with no comment. In a follow up meeting, Director Tippet advised that the Board approved the Residential “Through-the-Fence Agreements, and the ratio of distribution for rents that are collected. This ratio also establishes the amount of rent to be collected based on different uses.

Director Tippet advised we need to revise the Leases on the existing hangars that go out to 2028. He will either meet or draft a letter to the lessees and get it to where everyone is paying into operation and construction at the airports that are set by Board action discussed above.

He said some hangar leases are up this year.

Discussion regarding hangar prices in other areas.

John Kizziar asked if there was any way to get the lights on legally at Hayfork Airport. Director Tippet to speak with Kelli Gant and Mike McHugh as Kelli is on the Trinity County PUD Board of Directors. The poles along the southern runway need to be addressed. Until that time, we do not have clearance to return the lights.

Tippet advised that the windsocks have been replaced at Hayfork Airport.

Next meeting to be held January 16, 2015.

## **9. ADJOURN**

John Kizziar made a motion to adjourn the meeting at 12:24 p.m. Seconded by Lyn Scott. Motion carried unanimously.