

# Humboldt County Aviation Advisory Committee

## MINUTES

May 27, 2008

6:00 P.M.

Aviation Division Office

3561 Boeing Ave., McKinleyville

1. The meeting was called to order at 1806 by past Chairman Alistair McCrone, for Chairman Chuck Goodwin who arrived immediately afterward.
2. ROLL CALL AND PARKING TICKET VALIDATION – **Members:** Chuck Goodwin, Jack Limmer, Dennis Lichty, George Jutila, Kyle Gabel, Al Castaldi, Alistair McCrone, Rich Fenton. **Staff:** Jacquelyn Hulsey, Emily Jacobs. **Guests:** Elaine Weinreb, Newspaper Reporter; Ray Wickel, Pilot; Rob Delsman, Pilot; Dave Ravetti, Pilot; Pat Davis & Nancy Maas, 99's/Pilots.
3. APPROVAL OF MINUTES OF September 25, 2007 & March 25, 2008 (Motion made by George Jutila, seconded by Alistair McCrone – unanimous vote).

The minutes of April 26, 2008 were corrected as follows: 1) Add Rob Delsman's name to the list of Guests in attendance. 2) Remove Secretary's note under Item 6.s. suggesting that the County could possibly assist the public in this matter by writing a letter to the Shelter Cove Improvement District expressing Humboldt County pilots concerns with excessive gravel on the runway. Jacquelyn again noted that this is not a Humboldt County responsibility and that "You guys need to write to the Shelter Cove Improvement District if you have concerns with the runway". The minutes were subsequently approved, as corrected, by a voice vote with direction to the Secretary to blend minutes that were distributed via photocopy at this meeting and the earlier e-mailed "revised minutes" for issuance to Members as the approved minutes for the April 26<sup>th</sup> meeting. Secretary asked all members to review these promptly in case of any disagreement on final product.

4. OPEN SESSION (to include community guests)  
*Public Comments on Environmental Assessment for Master Plan Improvements at Murray Field Airport. Draft Environmental Assessment (EA) for Master Plan Improvements at Murray Field Airport.* The EA was prepared in accordance with the National Environmental Policy Act of 1969 (NEPA) and addresses the potential environmental impacts associated with near-term improvements, such as fence and hangar construction, lighting system replacement, and the installation of navigational aids. The document will be available to the public for a 30-day period extending from May 8 to June 6, 2008. All comments must be received by 5:00 p.m. on Friday, June 6.

Chairman Goodwin opened the above referenced Public Hearing on this issue and asked for any public comments. Hearing none, he adjourned this portion of the Public Hearing, to be reopened later in the HCAAC meeting should anyone else wish to comment. Note:

Prior to the HCAAC meeting adjournment at 1935, Chairman Goodwin reopened the Public Hearing and again asked for public comments. Hearing none, the Public Hearing on the above matter was closed. Note: Humboldt County Airports Division Staff (Emily Jacobs) recorded the minutes of the above Public Hearing

5. AIRPORT MANAGER'S REPORT

A. Reports

1) Passenger and Freight Statistics – Enplanements at ACV were down from previous years, but there is no obvious reason for this change. Freight statistics were not available for this meeting.

B. Projects

1) ACV Terminal Expansion is 80% complete with completion of the new construction portion at the end of July. A tour of the facility is planned for this HCAAC meeting if time permits. The GA ramp construction project is completed and this item will be removed from future agendas.

2) Rohnerville lighting project involving conduit replacement is to be performed this summer. Roofing of Hangar R is being done at this time. The SWAP crew is performing clean-up work on the airport grounds. Jacquelyn reported that the Sheriff's Department has had a change in supervision for this program and it should be an improvement over what was previously experienced.

3) Murray Field – Environmental planning documents are proceeding for fencing and hangar development and a Coastal Commission permit is pending (NEPA permitting is currently in progress, with one of the required public meetings occurring tonight to be followed by CEQA permitting).

6. AIRPORT REPORTS FROM COMMITTEE

**Garberville** – Dennis Lichty noted that youths had obtained the code to the airport gate and were using the runway for racing purposes at night. The County immediately changed the gate lock code and filed a police report. Jacquelyn noted that the fencing project at Garberville has been bid and will proceed this summer. Dennis also noted that the Remote Communications Outlet (RCO) doesn't work and has been NOTAMED out of service for quite some time. Jacquelyn indicated that this was the first time she had heard of this and that she would have her office check with the FAA, who services this RCO.

**Dinsmore** -- George Jutila reported that the field has a new windsock to replace the deteriorated previous device.

**Murray Field** – The recently opened on field restaurant has closed and there is no news of any possible new operators.

**Kneeland** – no report.

**Arcata** – Al Castaldi asked regarding the current status for the restoration of night lighting for Runway 01/19. He reports that a NOTAM reporting the FAA instrument approach to be unusable for this runway was published in error. Jacquelyn indicated that upon 24 hour notice, lighting could be made available on this runway. Upon questioning regarding action during a possible emergency situation, pilots would be referred to use

Runway 14/32. Jacquelyn noted that these lights will remain unlit, "...just as they have been for the last 10 years".

## 7. UNFINISHED BUSINESS

A. Murray Hanger Electrification – Force account work by County personnel will need to be deferred until July, per Jacquelyn. Ray Wickel noted that he still does not have electricity in his hangar and has been trying to get this resolved for years. He received assurances at this meeting from Jacquelyn that his hangar ".....will be done in July if not sooner".

B. Defibrillators at County Airports – Chairman Goodwin requested the status of this item. Jacquelyn explained that the County Risk Manager attended a recent conference where she found that certification for these units are problematical and that other Counties have pulled the units from their facilities. This is an item that needs to be continued and monitor by the Committee if any future commissioning is desired.

C. Physical Security Manual and Checklist – George Jutila asked that this item be continued until the next meeting.

## 8. NEW BUSINESS AND CORRESPONDENCE

### A. Aviation Community Concerns – Committee Discussion of Items from April 26<sup>th</sup> Meeting

1. The provision of Humboldt County minimum standards for conducting business on any airport property was discussed. There was a lack of agreement over the way these standards could be provided for this County. Rob Delsman noted that he currently has documents that could be adopted or modified for this purpose. Jacquelyn said she has two estimates from professional consultants who would look at: (a) rules and regulations, (b) minimum standards, and (c) leasing standards. Six months was quoted as a time frame for this process, per Jacquelyn. Al Castaldi made a motion, with Alistair McCrone seconding, (unanimous) to recommend that Jacquelyn proceed to let a contract for these services. Jacquelyn clarified that the six months time frame was from the time the County Director of Public Works signs a contract.
2. Shade hangars were discussed and Jacquelyn indicated that they were a good idea. A variety of possibilities were discussed but our local high coastal winds and the salt air exposure were issues to Committee members. The possibility of another type of hangar was discussed, but it was indicated that some minimum standards will need to apply in order to not endanger the public or other aircraft.
3. Insurance and hangar subletting issues were discussed and Jacquelyn indicated that a new Property Manager was just starting work for the County and would be checking hangars and updating leases.
4. Super AWOS systems are better purchased in quantity, per Jacquelyn, and therefore, they are due to be installed, en masse, in the summer of 2009 at three airports – Garberville, Rohnerville, and Murray Field. Provision of a web camera for weather on the AWOS systems was noted by Dave Ravetti to be an option. Emily is investigating the systems and probable CalTrans (or other agencies) cooperation at

this time and it is not known if this additional option is feasible yet. There is an experimental commissioning envisioned in which it may not cost the County to participate. High speed networking for Rohnerville and other facilities is being worked on and Emily indicates that this is coming, but there is no fixed schedule for this.

B. Approving Committee Minutes by E-mail – Discussion ensued with approval recordkeeping and improved speed until the minutes are posted to the County website listed as concerns. A suggestion was made to explore how other County Committees review and approve their minutes. A further suggestion was made that since the Committee serves at the pleasure of the Board, that some form of written County approval for this change in procedure would be desirable.

C. Tour of ACV Airport Remodel Project – a tour of the new construction areas at the ACV terminal buildings will be conducted by airport Staff after adjournment of tonight's meeting.

9. Announcements and Adjournment:

A. Jacquelyn announced that a display of warbirds is coming to ACV on June 9<sup>th</sup>, 10<sup>th</sup>, & 11<sup>th</sup>. Also, on June 5<sup>th</sup>, between 1130 and 1300, there will be an open house celebrating the initial Delta flights from ACV. Jacquelyn is to confirm the exact time of this event.

B. Al Castaldi announced an FAA Safety Meeting at 1830 on Friday 13<sup>th</sup>, at Saint Joseph Hospital's Conference Room.

C. Chairman Goodwin adjourned the meeting @ 1935. The new construction tour followed adjournment.

10. 2008 MEETING SCHEDULE: 6/24, 7/22, 8/26, 9/23, 10/28, 11/25