

Minutes 030722 (YYMMDD)
Humboldt County Airport Advisory Committee
22 July 03 at 1800
Airport Managers Office

1. Meeting was called to order at 1800 by Chairman, George Jutila.
2. Attendance:
 - 2.1. Members – George Jutila, Chairman, Jack Limmer, Vice Chairman, Al Castaldi, Chuck Goodwin, Alistair McCrone, Rich Fenton
 - 2.2. County Staff – Allen Campbell, HCPW, Emily Jacobs, HCPW
 - 2.3. Consultants – None
 - 2.4. Guests – Linda Ravetti, Dave Ravetti, Peter Peterson, FAA, Frank Fritz, former HCPW, Tom Peterson, Attorney representing Mr. Fritz.
3. Changes to the agenda – Chuck Goodwin moved that the presentation to the Committee requested by Frank Fritz (item 7.1) be moved forward to allow these guests to leave, if desired. Unanimously passed.
 - 3.1. WAAS announced by George Jutila to be operational on 10 July 03.
 - 3.2. Local Area Augmentation System will depend upon local avionics. George Jutila requested a local priority list for Humboldt County.
 - 3.3. UPSAT's CNX80 information distributed by Chairman, George Jutila for Committee's information.
 - 3.4. AOPA Airport Watch program – Allen Campbell agreed to authorize Emily to order 12 additional signs @ \$10.00 each from Sporty's Pilot Shop. These will be used to supplement the few that were supplied at the outset of the AOPA program.
 - 3.5. Information provided by George Jutila regarding the final FAA rule implementing improvements to the VFR transition route past Los Angeles International Airport (LAX).
 - 3.6. Chairman Jutila requested individual feedback on the FAA strategic plan by July 25, 2003.
7. Public Input – Out of order per Item 3 change above.
 - 7.1 Tom Peterson read a statement re. Frank Fritz's dismissal by Director of Public Works. He indicated that his firing was for not working 8 hours per day and indicating 8 hours for various days on his time sheets. "Operations Supervisor" position was described as being on-call & requested by Airport Director to be a flexible schedule in order to allow coverage during off hours since fixed scheduling was for only two shifts and airport operations and needs can be 24 hrs./day, 7 days/week. Mr. Peterson offered his assistance should the Committee desire to investigate the alleged safety issue of not having this position, as well as the Airport Director position filled at this time.

Allen Campbell indicated that the presentation was inappropriate in this venue, and that this was a confidential personnel issue. He also indicated that the appropriate personnel process was in motion at this time.

Al Castaldi made a motion that anyone who desires to pursue this issue contact Mr. Peterson individually. This motion died for lack of a second.

4. Approval of the minutes of the 24 June 03 meeting – Minutes not prepared; secretary to provide for approval at next Committee meeting.
- 4.1. Chairman – Comments noted under items 3.1. through 3.6.
- 4.2. Airport Manager – Theresa Askew passed away July 3rd. Motion by Al Castaldi, seconded by Chuck Goodwin to ask the Board of Supervisors to recognize Theresa with a plaque in memory of her service to the aviation community of Humboldt County, to be located at ACV. This motion was passed unanimously. Secretary to write request to the Board.

Per Allen Campbell, the Airports Manager position has been “unfrozen” by the Board. The County Personnel Department is to expedite the advertising and there is a goal to fill the position within three months. The position is not currently advertised, but it will be soon. Alistair McCrone noted that the Committee was willing to help in the selection process – Allen indicated that this was not normal County procedure and was not a recommended duty for the Committee.

- 4.3. Public Works – Allen Campbell presented the administrative draft of the ACV Master Plan. He requested that the Committee review this document and forward comments to his office within 2 or 3 weeks. Jack Limmer moved to meet two weeks from this date (August 5th) in the Airport Manager’s Office at 1800. Rich Fenton seconded – passed unanimously. Allen commented that the 1600' extension didn’t appear to be supported well enough within the draft document. He would like critique of the Consultant’s treatment of this issue, as well as, any and all other comments from the Committee.

Temporary Tower – There are no funds to man this facility this at this time. Special legislation to provide a permanent tower may be introduced in the future & an approval for it’s construction may then allow application to the FAA for funds to man the temporary tower until the permanent one is built.

Animal Control Facility – Board has made application to the FAA to allow the proposed facility on the airport. Architectural renderings have been delivered & will be before the Board to approve a design contract soon. Area affected on the airport equals +/- 3 acres. County Sheriff’s Department will operate the facility. The facility will pay ground rent to ACV based upon amounts of ground leases at other county airports.

Rohnerville Airport – Pig farm facility discussed regarding quantifying work done at the airport (in dollars) in return for this program not paying any ground rental fees. George Jutila noted that the California Department of Forestry may also be willing to perform “work in kind” in return for use of airport facilities.

Allen Campbell offered that the County would be meeting soon with the FAA to review all proposed AIP projects and he offered to bring back a summary of their status to the Committee at our next meeting. This offer was accepted and greatly appreciated by all present.

5. Old Business
- 5.1. Super Unicom units for Murray Field and Rohnerville Airport – Allen Campbell will check status of this issue. He does not think any AIP or PFC funds have been committed to this. Allen was informed that previously, the Airports Director had indicated that purchase of these units was imminent.
- 5.2. Security Awareness Signs – Allen was asked regarding the County’s sign shop’s ability to fabricate these signs if more are desired. Item was resolved via purchase of 12 signs under item

- 3.4.
- 5.3. Dinsmore Airport Fence – Questions were directed to Allen regarding needed repairs at Dinsmore Airport. Bobby Marks was to be asked to contact Allen concerning possible “temporary hire” to repair fencing and mow grass/weeds.
- 5.4. Kneeland Airport Master Plan – Allen Campbell explained that a draft document was completed approximately one year ago. Pennycress habitat limits construction possibilities and will conflict with Master Plan recommendations. Allen feels that additional thought should be given regarding spending large amounts of the County’s limited funding on preparing an environmental impact report (EIR) for Kneeland which might not be successful.
6. New Business
- 6.1. George Jutila acknowledged receipt of the administrative draft ACV Master Plan.
 - 6.1.1. This copy, as well as another one, will be circulated among members for comments. In addition, one more copy is available in the Airport Manager’s office at ACV.
- 6.2. ACV Master Plan Public Meetings – Allen suggested waiting until the Committee has reviewed the draft document before discussing possible scheduling of public meetings.
7. Public Input – See earlier item 7.1.
- 7.2. Linda Ravetti thanked the Committee for the motion to recognize Theresa Askew.
8. Next meeting (special) set for 05 August 03 for discussion of committee comments on the ACV Master Plan. Meeting to be at 1800 in the Airport Manager’s office.
9. Adjournment – The meeting was adjourned at 2007 by Chairman, George Jutila.

Date of Signatures: 28 October 03

Richard Fenton, Secretary
Humboldt County Airport Advisory Committee

George A. Jutila, M.D., Chairman
Humboldt County Airport Advisory Committee