



**NEVADA COUNTY AIRPORT COMMISSION  
MEETING MINUTES**

**Thursday, November 7th, 2019 at 8:30 a.m.**

Airport Terminal Conference Room  
13082 John Bauer Avenue  
Grass Valley, CA 95945

**Commission Members:**

Terry Lowell, Chairman  
Rich Stahlman, Vice-Chair  
Jeff Wilson, Commissioner  
Hollie Grimaldi Flores, Commissioner  
Dave King, Commissioner

**Commissioners Absent:** None

**Staff Present:**

Kevin Edwards, Airport Manager  
Steve Monaghan, Chief Information Officer  
Elise Strickler, IGS Administrative Services Officer  
Angie Evans, Clerk

I. **Call to Order and Pledge of Allegiance was given.** Meeting called to order at 8:33 a.m.

II. **Approve Minutes of August 8<sup>th</sup>, 2019 Commission Meeting**

On a motion by Chairman Lowell, seconded by Commissioner Grimaldi-Flores and unanimously carried, the August 8<sup>th</sup>, 2019 meeting minutes were approved as submitted.

III. **Public Comment (for items not on the agenda) None**  
**Public Present: Loren Willman, Mark Machado, Tony Rivera**

IV. **Commissioner Comments (for items not on the agenda) None**

V. **Budget Update: Kevin Edwards**

Airport has not sold as much fuel as anticipated, to which Kevin has decided that the Airport will close Saturday and Sundays during the winter hours starting December 1<sup>st</sup>, which there will be no full service for gas on those days. However, an airport volunteer will come in and open the terminal from 8am till about noon for folks to use the facilities.

Kevin will also be working on projects with OES and Facilities and charging his time to those budget units.

An unforeseen cost: Five thousand gallons of water a day the airport was losing since October 7<sup>th</sup> due to a water leak and Commissioner Wilson mentioned looking into a waiver from NID.

Steve Monaghan, stated that the airport will be getting some money from the office of emergency services funding to help with certain unforeseen costs.

**VI. Sierra Mountain Hanger Update: Kevin Edwards**

Chairman Lowell asked how long the contract gives the builder for improvements. Kevin was not sure and would need to look into that.

Chairman Lowell asked how much Sierra Mountain is paying while the process is going on. If Sierra Mountain is not paying their rent, then where is the money coming from? Kevin answered with, they are paying for the county hangar they are currently occupying as well as the tie downs that they are using.

Steve Monaghan answered with that the insurance is taking care of the short falls.

**VII. Easement /RTTF- Loren Willman: Kevin Edwards**

Easement: FAA does not support any new through the fence agreements due to the land not being zoned correctly. There is too much of a liability to move forward with building new hangars on the land. All commissioners were in agreement to not support any further residential through the fence developments.

Chairman Lowell does not want to discuss the plan B “through the fence agreement” because it is not on the agenda for the meeting and would like to postpone it for another meeting.

Mr. Willman replies with, “this issue has been put off too many times and something needs to be done with the easement.”

Mr. Machado respectfully disagreed with Chairman Lowell, stating that he thought Mr. Willman could be given three minutes to discuss his new plan, so it could be discussed at the next meeting.

Mr. Machado also feels that the result from the RTTF study should be published so that other airport members are aware.

Mr. Willman left copies of his plan B for the commissioners to review.

Commissioners Grimaldi-Flores and Wilson agreed to research Mr. Willman’s easement and all review FAA documents in regards to existing easements dealing with RTTF agreements.

Vice Chair Stahlman asked that the next commission meeting to happen in December, to get Mr. Willman his answer as soon as possible. All in attendance agreed.

**VIII. Hangars used for other storage: Kevin Edwards**

Kevin would like to be proactive with tenants that are using hangars for nonworking planes while not breaking the law and meeting FAA standards to open for those with working aircrafts.

Mr. Machado mentioned Auburn airport is more of a complaint based. When tenants abuse their hangar privileges they are given 30 days to comply with the airport manager’s request.

Chairman Lowell asked what is the plan on this what are you going to do to handle this? Kevin's response is he would continue to address any issues if the hangar need is not met by the new hangar development on ramp 1.

**IX. RFP Hangers on Ramp 1: Kevin Edwards**

Proposals are due by Dec 10 at 5pm. When weather permits and building permits have been issued will go forward with building the hangars. Chairman Lowell asked if there is a design for these hangars Kevin replied with no, but the footprint has been created.

**X. Backup Generator: Kevin Edwards**

During the power outages the airport was able to continue flowing fuel because of our generator on we have on loan. However the airport was closed at night because of no lighting. The county has authorized us to purchase a permanent generator for the fuel system and a few circuits in the terminal. The funding is coming from the office of emergency services.

Chairman Lowell asked how big the generator is and if PG&E will pay for public service, which the generator is 30KVA and as far as PG&E is yet to be determined.

**XI. ACIP update: Kevin Edwards**

Kevin stated the ACIP projects will be pushed off for one year due to budgetary constraints.

Chairman Lowell asked if the money saved from closing for the winter could be shifted over for the taxi way because it really needs to be sealed. Kevin responded that, as of right now we do not know what other expenses might arise during this year, and we needed to inform the FAA on projects that we could fund for the next year.

Mr. Machado mentioned that ramp 4 cannot wait another 6-7 years to be fixed. He also stated that the Auburn airport hired a professional street sweeper to keep their taxi way cleaned of debris.

Also discussed is that the AWOS needs to be moved as soon as possible because it is not giving the correct information where it is located at.

XII. Next Meeting: Thursday, December 19<sup>th</sup> @ 8:30 am in the Airport Terminal

XIII. Meeting Adjourned at 9:27 am



Angie Evans