

**CITY OF SUSANVILLE**  
**SUSANVILLE MUNICIPAL AIRPORT COMMISSION**  
**May 11, 2015 – 5:15 p.m.**  
City Council Chambers 66 North Lassen Street Susanville CA 96130

Meeting was called to order at 5:15 pm, by Chairperson Stevenson

Roll Call of Members present: Heyland, Gauthier, Hrezo & Beck. Absent: Stevenson and Farrell.

Staff present: Jared Hancock, City Administrator, Heidi Whitlock, Assistant to the City Administrator.

**APPROVAL OF AGENDA:** Motion by Commissioner Heyland, second by Vice Chair Gauthier to approve to agenda.

**APPROVAL OF THE MINUTES FOR THE MEETING OF:** Motion by Commissioner Hrezo, second by Commissioner Heyland to approve minutes from March 9, 2015 meeting. Motion carried unanimously.

Mr. Hancock stated for the benefit to the new members on the Commission, minutes can be voted on by members even if they were not in attendance and minutes are not required as they are for administrative records. He also informed the Commissioners a "no" vote should not occur as someone should ask for an amendment to an item.

**BUSINESS FROM THE FLOOR:** None.

**CONSENT CALENDAR:** None.

**7      NEW BUSINESS:**

**7A      Appointment of Alternate Board Member for the Airport Land Use Commission**

Mr. Hancock opened the item by giving a brief explanation of the Airport Land Use Commission and who served on the Commission. He then stated that Commissioner Heyland, from our commission, is a member. Mr. Hancock stated that a recommendation has been made to appoint an alternate from the Commission as there may be a time that Commissioner Heyland will not be able to attend.

Motion by Commissioner Heyland, second by Commissioner Hrezo to appoint Commissioner Gauthier to the position of alternate for the Airport Land Use Commission. Motion carried unanimously. Absent: Stevenson and Farrell.

**8      CONTINING BUSINESS:**

**8A      Update on Taxiway Project**

Mr. Hancock told the Commission that C&S, the company they contract with, has been carrying out the Taxiway Project and the City Engineer has been following up with them. They recently completed the base layer of the taxiway and they are getting ready to pour the rest in the next few days and adding anchor hooks. So, the project is on schedule and is looking good.

**8B      Update on Fuel Farm**

Mr. Hancock stated that the airport was able to obtain a rather inexpensive tank from Chester and during the installation, staff found that the electrical is no longer up to code. He continued that staff took a budget increase request to the City Council to pay for the project, which they approved. The project was put out to bid and Don MacVitie with Amp Electric was the only bidder. He is currently on vacation and once returned, he will set up a time to complete the project. The fuel farm should be completed within the next few weeks.

**8C Update on Hangar No. 8**

Mr. Hancock discussed the age of Hangar No. 8 and that, because of the wind storm we area faced in February, it sustained quite a bit of damage. The City Engineer went to assess the damage and believed the repair costs would be approximately \$8-10 thousand dollars. It was recommended at the last City Council meeting that the hangar be disassembled and removed from the property. The property could then be the site of a possible future project added to the ALP for storage of fuel trucks or snow removal equipment but, for safety reasons, it should be removed.

Commissioner Hrezo inquired as to what was currently in the hangar. Mr. Hancock responded that it was purchased with fire mitigation funds and was supposed to house one of the Fire Department's trucks. However, it didn't fit so other arrangements were made and fuel trucks ended up being stored in the hangar.

Commissioner Heyland commented on the doors and that there are WWII sketches on them and there is historical value that he would like to see preserved. Vice Chair Gauthier responded that they could display them somewhere, possible with plexi-glass over them. Commissioner Heyland inquired if the Historic Society could display them. Mr. Hancock stated that, age wise, they are historical but nothing else about them is. However, we can take them down and find a good home for them.

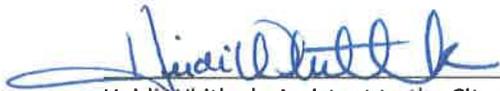
Mr. Hancock also wanted to add that staff has located the engine previously inquired about and it is at the Lassen Community College.

**9 AIRPORT MANAGER'S REPORT:** None.

**10 CORRESPONDENCE/INFORMATION:** None.

**COMMISSION ITEMS:**

**ADJOURNMENT:** Meeting adjourned at 5.38 p.m., by Vice Chair Gauthier.

  
Heidi Whitlock, Assistant to the City Administrator

  
Ross Stevenson, Chairperson

Approved September 19, 2015