

**COUNTY OF PLUMAS  
AIRPORT LAND USE COMMISSION  
MEETING MINUTES**

**DATE:** April 20, 2022  
**TIME:** 1:00 P.M.

**LOCATION:** Planning & Building Services  
Conference Room  
555 Main Street, Quincy

[www.plumascountyplanningandbuilding.com](http://www.plumascountyplanningandbuilding.com)

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**I. CALL TO ORDER**

**II. ROLL CALL**

**Present: Ron Matlock, Bill Mainland, Jon Kennedy, Herb Bishop, Matthew Samuelson**

**Absent: Todd Roberts**

**Also in attendance:**

Dwight Ceresola, District 1 Supervisor  
Tom McGowan, District 3 Planning Commissioner  
Tracey Ferguson, Planning Director  
Tim Evans, Senior Planner  
JD Moore, Facility Services Director/Airports Manager

**III. REVIEW AND APPROVAL OF AGENDA**

No changes are made to the agenda.

**IV. REVIEW AND APPROVAL OF MINUTES**

No action taken on the Meeting Minutes of May 24, 2018, due to the lack of current commissioners in attendance of the May 24, 2018 meeting.

**V. INTRODUCTIONS**

Every person (supervisor, commissioner, staff, and public) in attendance gave a brief introduction of themselves and their backgrounds.

**VI. PUBLIC COMMENT OPPORTUNITY**

*At this time, the public has the opportunity to address the Commission concerning any item of interest not listed on this agenda. The Commission may not discuss or take any action on any item presented during the public comment period that is not on the agenda. The Commission may briefly respond to statements made or questions posed by members of the public. Upon recognition by the Chairman, please state your name, address, and subject matter. Discussion of any non-agenda items will be limited to three (3) minutes or such reasonable time as is granted by the majority of the Commission.*

Bill Powers spoke regarding the extension of the runway at Nervino Airport to accommodate fire suppression aircraft and mentioned grant funding through the FAA is being explored.

Tom McGowan, District 3 Planning Commissioner, provided information regarding the Rogers Field extension/runway rebuilding and mentioned crosswinds make it difficult to land aircraft at Rogers Field.

VII. **DISCUSSION AND POSSIBLE ACTION: SELECT CHAIR AND VICE CHAIR OF THE AIRPORT LAND USE COMMISSION (ALUC) FOR A TWO-YEAR TERM**

**Motion:** Select Commissioner Ron Matlock for Chair,  
**Moved by** Herb Bishop, **Seconded by** Jon Kennedy.

**Vote:** Motion carried.

**Yes:** Matlock, Mainland, Kennedy, Bishop, Samuelson

**Absent:** Roberts

**Motion:** Select Commissioner Jon Kennedy for Vice Chair,  
**Moved by** Ron Matlock, **Seconded by** Herb Bishop.

**Vote:** Motion carried.

**Yes:** Matlock, Mainland, Kennedy, Bishop, Samuelson

**Absent:** Roberts

VIII. **DISCUSSION AND POSSIBLE ACTION: APPOINTMENT OF ALUC MEMBERS' APPOINTEE**

Tom McGowan provided a completed ALUC Member Appointment form from Shawn McKenzie, Chief Executive Officer, Seneca Healthcare District, to the ALUC for consideration of the vacant commissioner position.

Commissioner Ron Matlock stated he would prefer to hold off on making an appointment until the next meeting as he may have a possible applicant.

Commissioner Herb Bishop stated he would like to nominate Brendan Herbert for the vacancy.

Commissioner Jon Kennedy inquired as to if the vacancy was flown with the Clerk of the Board of Supervisors to recruit as many applicants as possible. Tracey Ferguson, Planning Director, explained that it had not been flown by the Clerk of the Board, but going through the standard recruitment process with the Clerk of the Board would occur.

The action of appointing the ALUC Members' Appointee was deferred by the Airport Land Use Commission to the next meeting to give as many people as possible the opportunity to apply for the vacancy.

IX. **COMMISSION MEMBER COMMENT PERIOD**

A. *Chair's Report*

None.

B. *Commissioners' Comments*

None.

X. **BOARD OF SUPERVISOR'S CORNER**

Supervisor Dwight Ceresola explains he is in attendance to assist the airports in all aspects, including funding. He stated funding can be used to enhance the airports, specifically the pilot lounges, which may lead to more people visiting Plumas County and spending money in our communities.

Commissioner Herb Bishop stated airport lounges at Nervino and Gansner airports need improvements.

Tracey Ferguson suggested the ALUC tour the airports (Nervino, Gansner, and Rogers Field) to see their current state.

XI. **DISCUSSION: ALUC POLICIES, RULES, AND REGULATIONS**

Tracey Ferguson went through each section within the Policies, Rules, and Regulations as

written, which included the following sections:

ALUC Responsibilities; Meeting Protocols, Frequency, Decision Making, and Guidelines; Terms of Office; Officers; Proxies: Conflict of Interest; Responsibilities of Staff; Fees; Subcommittees; and Process for Reviews.

During the overview of the Proxies section, Ferguson noted that Planning staff would bring a Proxy form to a future meeting.

Upon reviewing the Fees section, Ferguson questioned whether the ALUC has an application fee to review a project and indicated Planning staff would investigate.

Commissioners Herb Bishop and Bill Mainland informed Planning staff that they were given mileage reimbursement for past meetings.

Ferguson stated the ALUC should read the ALUC Policies, Rules, and Regulations and come to the next meeting with any questions or comments.

**XII. INFORMATION: RESOLUTION 2008-02 ADOPTION OF AIRPORT LAND USE COMPATIBILITY PLANS**

Tracey Ferguson read aloud through each “Whereas” clause as presented in Resolution 2008-02 and summarized the main point of each “Whereas” clause.

**XIII. PRESENTATION: AIRPORT CAPITAL IMPROVEMENT PLANS**

JD Moore, Facility Services Director/Airports Manager, presented the Airport Capital Improvement Plans (ACIP) prepared by Brandley Engineering for Nervino Airport, Gansner Airport, and Rogers Field.

Beginning with the ACIP for Nervino, Moore went over the “FAA [Federal Aviation Administration] Participation” section of the ACIP and explained that “AIG” is the “Airport Infrastructure Grant” which consists of Plumas County receiving \$150,000 every year, with a maximum of \$600,000. Moore went on further to explain if grant funding is not spent every year, it doesn’t carry over to the following year and is lost.

Moore explained the “AIP Entitlement” is the “Airport Improvement Program Entitlement” and consists of \$150,000 of funding from the FAA.

Tracey Ferguson informed the ALUC that the review of the ACIP is informational and the ALUC has no control in the ACIP, but recommendations by the ALUC on the allocation of funding is possible.

Moore went on to give an overview of the funding within the ACIP for Gansner Airport, specifically describing the funding for the light beacon that is to be relocated to within Gansner Airport from the hill north of Gansner Airport. Ferguson inquired on the height of the beacon and Moore stated the exact height was unknown.

Moore concluded his presentation by discussing the ACIP for Rogers Field and pointed out the larger projects to be completed with the funding, such as increasing the on-site fuel capacity to ensure adequate fuel is available for daily and weekly refueling and an extension of the runway and blast wall to accommodate tankers used during wildfires which prefer a 6,000 foot runway.

**XIV. DISCUSSION: ALUC REVIEW**

- A. *Airport Land Use Compatibility Plans*
- B. *California Airport Land Use Planning Handbook*
- C. *California Department of Transportation, Office of Community & Regional Planning Letter*

Tracey Ferguson indicated the Airport Land Use Compatibility Plans (Plans) are being provided to the ALUC to become familiar with the Plans before conducting a comprehensive review of the Plans. Ferguson stated Planning staff will also review the Plans.

Ferguson informed the ALUC that the California Airport Land Use Planning Handbook is on the County's website on the ALUC webpage and is available as a hard copy in the Planning Department.

Ferguson explained a letter was received by the Plumas County Transportation Commission from the California Department of Transportation and pointed out the comments on the last page of the letter from Caltrans Aeronautics indicating the last update of the Plans were in 2008 and the Plans should be updated every five (5) years.

Ferguson stated Planning staff will research the California Aid to Airports Program mentioned in the letter from the California Department of Transportation and the Airport Land Use Compatibility training program for Airport Land Use Commissions and planning staff.

**XV. INFORMATION: 2035 GENERAL PLAN AIRPORT POLICIES**

Tracey Ferguson explained that Planning staff excerpted the policies applicable to airports from the Plumas County 2035 General Plan, compiled the policies by general plan element into one document to provide to the ALUC, and suggested the ALUC read through the policies.

**XVI. INFORMATION: TELECOMMUNICATIONS ORDINANCE**

Tracey Ferguson explained that Planning staff, for awareness, is providing the final version of the Telecommunications Ordinance that was previously reviewed by the ALUC on May 24, 2018, with the sections applicable to airports and the ALUC highlighted.

**XVII. ADJOURNMENT**

***Motion:*** *Adjournment to the meeting scheduled for May 18, 2022,*

***Moved by*** *Herb Bishop, **Seconded by** Ron Matlock.*

***Vote:*** *Motion carried.*

***Yes:*** *Matlock, Mainland, Kennedy, Bishop, Samuelson*

***Absent:*** *Roberts*