

## Minutes from the West Plainfield Action Committee

Date: September 19, 2012

Time: 7:00 p.m.

1. Meeting called to order at 7:00 p.m. by Robyn Waxman
2. Proposed agenda discussed
3. Introductions by all present – committee members, Yolo County officials and public  
WPAC members present: Steve Sheehan, Robyn Waxman, and Michele Defty;  
Yolo County Airport Manager Wes Ervin
4. Public comments/questions
  - T. Meyer asked about quorum 3/5; determined there was a quorum of committee members present to proceed – one WPAC committee member seat remains vacant
  - T. Meyer asked about email list for WPAC meetings; discussed Chinook helicopters hovering near airport; and asked that Advisory Committee place date and time be added to posting of public notice re: upcoming meetings
  - D. Herd asked questioned notification methods and why he was not on email list; expressed having Chinooks nearby airport unacceptable
  - C. Taneyhill stated information about the local West Plainfield website
  - W. Ervin, YCA Mgr., apologized re: email list and stated email list will be updated using current WPAC meeting sign in list
5. Brown Act and County Advisory Board Information
  - R. Waxman asked if WPAC Committee members present were comfortable with understanding of Brown Act; committee members replied in the affirmative; S. Sheehan suggested Yolo County Counsel could be present at next WPAC meeting to answer questions re: Brown Act;
  - W. Ervin advised county counsel will be present at next WPAC meeting in November 2012
6. Fifth Member to the WPAC
  - R. Waxman asked M. Rexroad, Yolo County Supervisor, about pending appointment of fifth WPAC member; W. Ervin stated a fifth member was pending appointment to WPAC – Alexandra Latta
  - C. Taneyhill asked about criteria used by county officials to select WPAC applicants and timeline to appoint new members when there is an empty seat on the committee; M. Rexroad responds that selection and appointment of committee members are at the sole discretion by county commissioners and that he will look into whether or not there can be more than 5 members
7. Action Items –

- A. Positions: Chair of Committee, Secretary(minutes), and Vice-Chair
  - M. Defty nominates R. Waxman for position of Chair of WPAC; S. Sheehan seconds nomination, and roll call vote taken
  - R. Waxman nominates M. Defty for position of Vice-Chair of WPAC; S. Sheehan seconds nomination and roll call vote taken
  - M. Defty nominates S. Sheehan for position of Secretary; R. Waxman seconds nomination and roll call vote taken
  
- B. Bylaws
  - Bylaws which govern WPAC adopted
  - M. Defty moves to have WPAC meet separately and jointly with YCAC; motion seconded by R. Waxman
  - W. Ervin advised bylaws state committees have discretion as to when to hold meetings
  - Motion carries by unanimous consent
  
- C. Standing Rules
  - Discussion on limiting the amount of time for public comments during WPAC meetings; all members agreed to not have a time limit placed on public comments; motion to not limit public comments made by M. Defty; seconded by R. Waxman. Motion carries with unanimous ayes by WPAC members
  
- D. Code of Ethics
  - Discussion of Code of Ethics and website link to Code of Ethics on-line training
  
- E. Expanding Advisory Capacity to Include Public Works
  - Discussion of committee having input on discretionary projects which take place in the boundaries of West Plainfield if enacted by public works
  - W. Ervin explains discretionary projects vs. ministerial projects; example of ministerial was approval of building hangers at airport
  - R. Waxman asked for clarification as to expanding capacity at the airport, although not on agenda
  - D. Meyers asked about discretionary permits and expressed concern that WPAC expanding capacity to include public works discretionary projects could be overwhelming to WPAC's workload and primary responsibilities
  - M. Defty stated she is interested in being involved in expanding advisory role as discussed
  - T. Meyer suggested committee members read attachment E to clarify role
  - Marlene expressed opinion that it is important to have WPAC involved in public works
  - M. Defty asked W. Ervin about ministerial permits on airport; W. Ervin provided examples of permits and dictated by Master Airport Plan
  - M. Defty asked M. Rexroad about ruling from previous lawsuit resulting in the creation of WPAC and that half of appointments were granted to the committee

- J. Hedrick discussed subcommittee of WPAC, which could be formed to address issues beyond the current scope, including public works issues
- C. Taneyhill addresses M. Rexroad and expressed that WPAC was created as a representation for the community to have a voice in county matters
- E. Beoshanz expressed opinion that WP boundaries on county map are incorrect; response by W. Ervin
- C. Taneyhill asks about timeline to appointment WPAC members; W. Ervin responds that Yolo Co Board of Supervisors has discretion and control; no timeline
- J. Hendrick stated court ruling created the WPAC
- C. Taneyhill asked for a stipulation to allow community members to have input to fill vacancies on the WPAC
- M. Rexroad stated the county supervisors recently looked into community advisory committees
- M. Defty stated she will look into how members are selected for community committees
- T. Meyers stated supervisors don't know Article 20 as County approved development on airport and
- C. Hedrick discussed the WPAC applicant who was not accepted by county commissioner due to her profanity at a public meeting
  
- 8. Discussion Items
- A. Letter to Board of Supervisors from WPAC(conflict of interest issues)
- R. Waxman discussed proposed letter to county to express concern re: financial conflict of interest of some members of the Airport Advisory Committee
- W. Ervin stated YCAA are not subject to conflict of interest; self interest and not business interest
- M. Defty asked if that meant certain YCAA members could not vote if there was an appearance of a conflict of interest
- T. Meyer asked that a letter be issued by county counsel to give clarification Re: financial conflicts of committee members; attorney to put it in writing; formal request to be made to county counsel
  
- C. WPAC Subcommittee which includes neighborhood representation
- T. Meyer discussed subcommittee-at-large
- S. Sheehan expressed concern re: creation of a subcommittee when WPAC is newly reformed and just getting fully staffed
- W. Ervin stated subcommittee can't be open ended and can only be for a specific issue
- T. Meyer disagrees with W. Ervin's statement and discussed issuing letter to County on violation;
- Discussion of subcommittee was tabled
  
- D. November 1<sup>st</sup> agenda items to Wes Ervin
- County counsel to appear at next meeting

- Request land use plans and zoning ordinances
- FAA Airport Master Plan consultant
- Request copy of airport budget
- Noise abatement
- E. Beoshanz expressed concerns re: flooding around YCA
- E. Herd asked that noise abatement be addressed
- D. Meyer asked about taking turns on committee and protocol on agenda items; actual number of takeoffs and landings at the airport –appears to be overstated
- W. Ervin responds no accurate accounting 10 year old estimate
- T. Meyer recites county estimated 70,000 annual takeoffs and landings, which equates to 4 flight taking of or landing every hour; overstated
- R. Waxman asked about information related to the airport infrastructure capacity and master plan
- E. Herd and C. Taneyhill discuss rash of postal box robberies in WP area
- Waxman advises next meeting is joint with YCAA on November 1, 2012, at 6:00p.m.
- D. Meyer asks that it be proposed the meeting time be moved to 7:00 p.m.

Meeting adjourned at 8:40 p.m.