



**Minutes of
Airport Authority Meeting**
11 February, 2019
6:00PM

Attendees:

Dr. Randall Peters(C)
Dr. Nicole Jones
Cmr. Truman Tinsley

Cmr. Bart Miller
Cmr. Don Hawbaker

Cmr. David Brock
Mr. Louis Thacker

Also in Attendance:

Ms. Stephannie Windham (Authority Legal Counsel)
Mr. William Wilson (County Manager)
Mr. Bob Stapleton (NGSRA Project Manager)

Mr. Brent Bracewell (Croy Consulting)
Mr. Ray Lightner (Griffin Daily News)
Mr. Lew Walker (GDOT Project Manager)

- I. Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. Agenda Amendment:** Cmr. David Brock made a motion to amend the agenda, adding Item “b - Consideration of Relocation Cost Allowances” to Section IV, “Old Business”. Cmr. Bart Miller seconded. The motion was approved (7-0).
- III. Adopt Minutes:**
- a. Cmr. Truman Tinsley motioned to accept the minutes of the Special Called Authority meeting held on the 04th of February, 2019. Mr. Louis Thacker seconded. The minutes were approved (7-0).
 - b. Cmr. Truman Tinsley motioned to accept the minutes of the Regular Authority meeting held on the 14th of January, 2019. Mr. Louis Thacker seconded. The minutes were approved (7-0).
- IV. Audience Comments:** None
- V. Report of Committees:**
- a. **Budget & Finance:** – No Report At This Time
 - b. **Legal & Insurance:** – No Report At This Time
 - c. **Personnel:** – No Report At This Time
 - d. **Property & Assets:** – No Report At This Time
 - e. **Marketing:** – No Report At This Time
 - f. **Policies & Procedures:** – No Report At This Time
 - g. **Tenant Issues:** – No Report At This Time
 - h. **Executive Committee:** – No Report At This Time
- VI. Old Business:**
- a. **Project Manager, Construction NGSRA, Monthly Report – Bob Stapleton**
Project Manager Bob Stapleton provided synopsis of the activities regarding the development of the replacement airport. Mr. Stapleton provided an overview of approved expenditures as well as a Project Tracker Summary detailing the different tasks underway and the progress made per each task (see attached). Mr. Louis Thacker motioned to approve the expenditures as presented. Dr. Nicole Jones seconded. The motion was approved (7-0).

Old Business continued.....

A request was made of the Authority regarding the possibility of allowing an individual to purchase or have donated surplus (to-be-demolished) items from the property purchased for the new airport. Mr. Stapleton researched the request for the disposition of the surplus sheet metal. He determined that it would be cost effective to allow the property be donated, allowing the individual to remove the property at his expense, provided the individual sign a liability waiver to indemnify the Authority in case the individual(s) is injured in the process. In the past, the Authority approved similar requests regarding property to-be-demolished (along Banks Road) utilizing an Indemnification / Hold Harmless form Judge Johnston provided. Cmr. Miller requested that provisions be made in the agreement letter that stipulate the individual receiving the donation will clean up the property, not leaving behind trash and the like. The property must be returned to a condition as before the removal of the items. Cmr. Truman Tinsley requested that Mr. Stapleton inspect the property upon completion of the removal. Cmr. Don Hawbaker motioned to allow Mr. Stapleton to negotiate with the requesting party to allow the surplus property be removed provided the individual signs a hold harmless agreement and agrees to return the property to a visually clean condition after the removal. Cmr. Tinsley seconded. The motion was approved (7-0).

- b. Amended Agenda Item – Relocation Cost Allowances:** Ms. Rebecca Collins of Croy Engineering briefed the Authority on issues & regulations regarding the relocation costs and reimbursements for parcels AF-10 & AF-11. Cmr. David Brock made a motion to approve cost allocations for relocation allowances for parcels as described by Ms. Collins for AF-10 & AF-11 for an amount not to exceed \$66,000. Dr. Nicole Jones seconded. The motion was approved (7-0).

VII. New Business: None

VIII. Airport Director’s Report: AD provided an End of Month Summary (Deferred to March meeting)

IX. Authority Board Member Comments: The Chair updated the Authority regarding the status of the Bond Funds Account. A fund summary will be presented to GDOT for their review. The summary will include the projected fund allocation expenditures as approved here tonight. The summary will also demonstrate that the bond funds were expended as programmed and that we have met our \$6 Million investment requirement per the MOU. For the project to proceed further, will now require AIP program funds from FAA / GDOT.

X. Next Airport Authority Board Meeting: **11 March, 2019**
6PM
One Griffin Center

XI. Adjournment: At 6:32 PM, The Chair called for a motion to adjourn. Cmr. Bart Miller motioned to adjourn. Mr. Louis Thacker seconded. The motion was approved (7-0).

Respectfully Submitted:

Cmr. David Brock
Secretary / Treasurer,
Griffin-Spalding Airport Authority

Cc:
Griffin-Spalding Airport Authority
Kenny Smith, City Manager
William Wilson, County Manager