



**Minutes of
Airport Authority Meeting**

09 September, 2019

6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. Don Hawbaker
Cmr. Truman Tinsley

Dr. Nicole Jones
Mr. Louis Thacker

Cmr. Bart Miller
Mr. Brett Bell

Also in Attendance:

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

Mr. Kristopher Erwin (Croy Consulting)
Mr. Ray Lightner (Griffin Daily News)
Mr. Robert Mohl (6A2 Airport Director)

- I. Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. Adopt Minutes:** Cmr. Truman Tinsley motioned to accept the minutes of the Regular Authority meeting held on the 12th of August, 2019. Mr. Louis Thacker seconded. The minutes were approved (7-0).
- III. Audience Comments:** None
- IV. Report of Committees:**
 - a. Budget & Finance:** – No Report At This Time
 - b. Personnel:** – No Report At This Time
 - c. Marketing:** – No Report At This Time
 - d. Tenant Issues:** – No Report At This Time
 - e. Legal & Insurance:** – No Report At This Time
 - f. Property & Assets:** – No Report At This Time
 - g. Policies & Procedures:** – No Report At This Time
 - h. Executive Committee:** – No Report At This Time
- V. Old Business:**
 - a. Project Manager, Construction NGS, Monthly Report – Bob Stapleton**
 - 1. **Expenditure Authorizations & Project Update:** Project Manager, Mr. Bob Stapleton provided a synopsis regarding a review of ongoing tasks as well as expenditures that he recommends for Board approval subject to the availability of funds (see attached). Cmr. Don Hawbaker motioned to approve the expenditures as presented subject to the availability of funds. Dr. Nicole Jones seconded. The motion was approved (7-0). Mr. Stapleton requested that he would like to research the possibility of timbering the parcels that the authority purchased for the new airport as a way to generate additional income. According to our consultants, it does not appear that doing so would jeopardize any future reimbursements. Mr. Stapleton stated that he will get three bids and report back his findings. Mr. Brett Bell motioned to approve the Project Manager’s request to research and acquire bids regarding timbering of acquired parcels. Cmr. Truman Tinsley seconded. The motion was approved (7-0). Mr. Stapleton further relayed that it may be necessary to acquire new agreements with Georgia Power & Georgia Transmission. He will update as information comes available. The Project Manager concluded his report.
 - b. Airport Improvement Project, Update (AIP-33), 6A2 – AD**
 - 1. **NAVAIDS (Lights, REIL Replacement & PAPI Rehab): & Runway & Taxiway Restriping:** AD reported that of the three tasks in the current airport AIP project (AIP-33), the PAPI light replacement task has been completed. We are awaiting TCA to install the new REILS and paint the markings on the runway & taxiway.

c. Property Acquisition & Closings Update: - Stephanie Windham

1. Ms. Stephanie Windham provided a synopsis of issues related to Land Acquisition(s) Phase 1: She stated that the company that owns Parcel AF-44 has accepted our offer for a negotiated settlement. Ms. Windham reported that she had previously discussed the issue and potential for cost savings with Ms. Carol Comer of GDOT. They agreed to a threshold amount. The negotiated settlement fell within that threshold. Ms. Windham recommend proceeding with the settlement saving roughly thirty thousand dollars of additional fees. Mr. Brett Bell motioned to accept the negotiated offer as presented. Dr. Nicole Jones seconded. The motion was approved (7-0). Ms. Windham further reported that Mr. & Mrs. Newsome have located a new place to live. It will be available to move in around the middle of November. The Newsome's request another extension to remain on site until their new home is ready to occupy. Cmr. Don Hawbaker motioned to allow the extension as presented. Cmr. Truman Tinsley seconded. The motion was approved (7-0).

VI. New Business:

a. Expenditure Request: - AD

1. Fuel Pod & Trailer to replace 49C - Military Surplus Fuel Truck, supporting the Sheriff Dept.'s helicopter mission. This Item Is An Approved: FY 19 & FY 20 Budgeted Item.
AD reported that the military surplus re-fueling vehicle (49-C) has exceeded its life expectancy, requires significant repairs & maintenance and does not meet current Fuel Filtering requirements for Jet-A Aircraft fueling operations. AD further advised that he put in the FY 19 & FY 20 budget requests for a fuel pod with code approved filtering system, hose reel, pump, power supply, grounding system and transportation trailer. Although approved in the annual budget, the costs exceed the AD's purchase authority. AD reports that the trailer has been constructed and is ready for delivery and payment. The cost is \$19,500. Mr. Brett Bell motioned to allow the AD to effect the purchase of the fuel pod, trailer and delivery system as approved in the annual budget submission. Dr. Nicole Jones seconded. The motion was approved (7-0).

VII. Airport Director's Report:

AD provided statistical data summary of expenditures, revenues and airport activity for year-end FY 2019 (see attached).

VIII. Authority Board Member Comments:

IX. Next Airport Authority Board Meeting:

**14 October, 2019
6PM
One Griffin Center**

- X. Adjournment:** At 6:47 PM, The Chair called for a motion to adjourn. Cmr. Truman Tinsley motioned to adjourn. Mr. Brett Bell seconded. The motion was approved (7-0).

Respectfully Submitted:

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