



**Minutes of GS-Airport Authority
Regular Meeting
11 April, 2022
6:00PM**

Attendees:

Dr. Randall Peters
Mayor Doug Hollberg

Mr. Blake Locke
Mr. Louis Thacker

Mr. Dennis Noll

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. Bob Stapleton (NGSA Project Manager)

Ms. Rebecca Collins (Croy Engineering)
Mr. Robert Mohl (Airport Director)

- I. **Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. **Adopt Minutes: Mayor Hollberg,** motioned to accept the minutes of the Called Authority Meeting held on the 23rd of March 2022. **Mr. Dennis Noll** seconded the motion. The minutes were approved (5-0).
- III. **Audience Comments:** None
- IV. **Report of Committees:** None
- V. **Old Business:**
 - a. **Project Manager, Construction NGSA, Update – Bob Stapleton:**
 - 1. **Re-Justification Study, GDOT Contract 75% / 25% Review:** Authority Chair provided a synopsis of events, meetings and discussions that brought about the new FAA requirement to submit a Re-Justification Review Report. The report is to detail the purpose & need for the 5500-6000 foot replacement runway for the NGSA, as previously described in the; Site Selection Study, The initial ALP, the first Environmental Study, the second Environmental Study & the subsequent ALP Update. The GSAA Chairman explained that this could be accomplished rather quickly, however, funds for this work have already been exhausted on the afore mentioned studies and that there is virtually no local money available to accomplish the new tasking. The newly appointed GDOT Aviation Department Head, in conjunction with the GSAA Chair worked a solution that would have GDOT agreeing to contribute 75% of the cost of the effort. The GSAA Chair requested that the Authority consider for approval a contract with GDOT for a 75/25 % grant that would produce this Re-Justification Report per the scope & fee previously submitted by Croy and approved by GDOT. **Mayor Hollberg** motioned to approve a GDOT Contract to receive a 75/25% grant to produce the report as requested. **Mr. Noll** seconded. The motion was approved (5-0).
 - 2. **Project Tracker, Croy Task Orders & AIP-34 Update:** PM Bob Stapleton & Croy Engineering Project Manager, Rebecca Collins briefed the Authority on the status of the following open items:
 - 1) Ga Power & Ga Transmission Utility Relocation
 - 2) Phase II Land Acquisition
 - 3) ALP Update
 - 4) Financial Plan Update
 - 5) SEA Critical Items Update
 - 6) 6A2 Existing Facilities Inventory Report
 - 7) Phase I ESA
 - 3. **Project Monthly Expenditures:** PM reported on the work progress for the month ending 28 February & 30 March 2022. PM presented a summary on expenditures (see attached) requesting approval for payment. **Mayor Hollberg** motioned to approve the expenditures as presented for both months. **Mr. Noll** seconded the motion. The motion was approved (5-0).

b. Airport Director, Current Airport Issues, 6A2 – Robert Mohl:

- 1. Runway Crack Seal & Rejuvenator Project Scope & Fee:** AD reported to the Authority that the current runway suffers from a varying degree of degradation. The runway (14/32) had a crack seal & rejuvenator applied to it at the end of the year in 2009. It was explained that this is a stop-gap measure intended to last 5 or 6 years. It is now 13 years later and we assumed we be opening the new airport by now. The runway is now at a point where significant chunks of asphalt have come loose from some of the old cracks. A meeting was held here at 6A2 (in attendance, Robert Mohl – 6A2 AD, Rebecca Collins – Croy Engineering and Lew Walker – GDOT) it was determined that another crack seal & rejuvenator application would be appropriate to bridge the gap between now and when we should hopefully be opening the new airport. Therefore, the Authority, in accordance with the advice & instruction from GDOT, has instructed Croy to prepare & submit a scope & fee proposal to design a crack seal & rejuvenator & airfield striping and marking project for review prior to submission to GDOT.
- 2. GDOT Airfield Inspection Report:** AD provided a review of the report findings from the GDOT Bi-annual Inspection conducted this past February (see attached).
- 3. 6A2 Budget Proposal:** AD reported that the annual budget process is underway. The COG is using a new software program and an executive summary of the FY 2023 budget was presented. AD fielded questions regarding the upcoming fiscal year’s budget proposal. AD then requested that the Authority recommend to the COG the presented budget move forward as the Authority’s official proposed FY23 budget request. **Mr. Noll** motioned to recommend to the COG the FY 23 Budget Request as presented. **Mr. Blake Locke** seconded. The motion was approved (5-0).
- 4. Surplus 2003 Dodge Utility Truck:** AD reported that he and staff have repaired or replaced all airport rolling stock & that there are only two vehicles remaining for disposition. AD recommends to turn-in to the COG a 2003 Dodge Utility & Tool truck that is no longer useful at 6A2. AD indicated that in following COG policy and upon approval by the GSAA, he will submit the vehicle to COG Motor Pool Staff for inspection & subsequent disposition determination. **Mayor Hollberg** motioned to approve to proceed with turning the vehicle over to COG for inspection & surplus determination. **Mr. Louis Thacker** seconded. The motion was approved (5-0).
- 5. Millennium Insurance Renewal:** AD informed the Board that the Professional Liability Insurance Coverage Policy will expire in May. And that he is working with our broker to obtain a new quote for the upcoming fiscal year. AD explained that although the budget has already been submitted prior to receiving the quote, that he inserted a place holder into the budget request in an amount equal to that paid in this current FY budget. The Broker indicated that the coverage quote will be ready for the 09th of May GSAA Meeting.
- 6. UGA Final Design Terminal Layout:** AD displayed the latest layout of the proposed terminal building design provided by the University of Georgia Design & Engineering students for their senior capstone project (see attached).
- 7. 6A2 Monthly Statistical Report:** AD provided statistical information regarding 6A2 operations for month ending 28 February & 31 March 2022 (see attached).

c. Airport Authority Legal Counsel, Legal Issues Update - Ms. Stephanie Windham:

- 1. Proposed Interim Lease Agreement:** A draft agreement (see attached) is presented in the development of an “Interim Lease” mechanism. This mechanism serves to bridge the gap between current 6A2 operations & the opening and operation to be conducted at the New Griffin-Spalding County Airport (NGSA). Several agreements from the surrounding airports of like size were reviewed. This agreement mechanism is the Authority’s effort to not damage current or new tenants that operate or want to operate here but are limited by the development & construction of the NGSA. The agreement will now be sent to the AD for review & corrections as directed by the Authority’s Legal Counsel. A final draft will be presented for approval at the 09th May Meeting.

2. **Lease Assignments,** The following ownership transfers & lease assignments have been requested and recommended for approval by staff:

- 1) 105 SHW – from Ms. Connie Bowlin to Mr. Tracey Wallace. **Mayor Hollberg** motioned to approve as requested. **Mr. Noll** seconded. The motion was approved (5-0).
- 2) 125 SHW – from Mr. Antonio Dias to Mr. Todd Thacker. **Mayor Hollberg** motioned to approve as requested. **Mr. Noll** seconded. The motion was approved (4-0-1*). *Mr. L. Thacker abstained.
- 3) 204 BWW – from Mr. Antonio Dias to Mr. Todd Thacker. **Mayor Hollberg** motioned to approve as requested. **Mr. Noll** seconded. The motion was approved (4-0-1*). *Mr. L. Thacker abstained.
- 4) 212 BWW – from Mr. JT. Swygert to Mr. Tracey Wallace. **Mayor Hollberg** motioned to approve as requested. **Mr. Noll** seconded. The motion was approved (5-0).

3. **Rental Agreement:** Lot “G” Mid Field Drive: AD delivered a draft rental agreement to allow the airport to rent to Mr. Todd Thacker, a parcel of land for parking of aircraft. This area is “unimproved” and will allow for “over-flow” parking of aircraft that are awaiting to go into his service hangar, or before going in for painting. Authority Legal Counsel recommended the draft undergo some minor changes that she has provided. **Mayor Hollberg** motioned to approve the Rental Agreement for Lot “G” with proposed changes. **Mr. Locke** seconded. The motion was approved (4-0-1*). *Mr. L. Thacker abstained.

4. **Potential Closing of Sapelo Road:** A discussion regarding the issue of illegal trash dumping along Sapelo Road. The Authority, in consultation with Spalding County, in an effort to mitigate the illegal dumping of household trash & furniture on Sapelo Road, specifically addressing those Authority purchased parcels bordering along Sapelo. **Mr. Locke** motioned to approve the request to recommend to Spalding County to close a portion of Sapelo Road along the parcels that will be used for the NGSA. **Mayor Hollberg** seconded. The motion was approved (5-0).

d. **Airport Authority Chairman, UGA Line of Credit Prospectus – Dr. Randall Peters:** Dr. Peters presented a detailed review of the University of Georgia (UGA) Line-of-Credit Prospectus (see attached). The UGA Prospectus is the product of a team of (UGA - Griffin Campus) Students, in support of their Senior Capstone Requirement, that may aid the GSAA in justifying & obtaining a line-of-credit from one or more banking institutions. This line-of-credit is necessary and would be specifically used to address “cash-flow” issues in the development & construction of the NGSA.

VI. **New Business:** Unsolicited Proposal, The Beatty Team (TBT) - Dr. Peters informed the Board on a suggestion of the possibility of obtaining Lobbying Services to discuss / promote NGSA & 6A2 issues to our Elected Representatives. A discussion on what FAA concerns are, and where we would target our potential lobbying efforts. Do we risk alienating or angering State or Local Reps that are seemingly coming in line with our project. Mayor Hollberg & Dr. Peters recommend that we take the next 30 days to examine the agreement and develop deliverables & target the detailed area of main concern and revisit the subject at our next Authority meeting.

VII. **Authority Board Member Comments:**

1. Mr. Locke inquired about the potential of insurance liability should aircraft taxi through and become damaged while transitioning the departure 14 runway end’s west taxiway? AD informed the Board that the portion of the West Taxiway (located on the approach end of runway 32 / departure end of runway 14, see map attached) is closed & abandoned. FAA / GDOT, upon its decision to close that portion of the taxiway in 2009 & not support the area for requested rehabilitation funding, instructed the airport to mark both ends of the damaged area as closed. The airport painted two large yellow & night reflective “X”s indicating the areas closure as instructed. Additionally, the area is marked on the western edge by the red demarcation line prohibiting any vehicle to cross into the area without express consent of the Airport Director. It is a violation for aircraft to transition across those markings and absolves the airport from any liability. Mr. Locke then noted that the area is located inside the Object Free Area and has pointed out that the Airport is allowing both the Civil Air Patrol and an airport tenant to store a vehicle and a hangar door frame on the damaged degraded asphalt. AD acknowledged the issue and will instruct the CAP and the tenant to move their property into the grassed area outside the OFA.
2. **Mr. Thacker** discussed researching the possibility of doing a “Hangar Use Audit” to determine if the Authority is in violation with respect to its grant assurances by allowing non-aviation related activities on the airport.

**VIII. Next Airport Authority Board Meeting: 09 May, 2022
6PM
One Griffin Center**

IX. Adjournment: At 7:25 PM, the Chair called for a motion to adjourn. **Mr. Noll** motioned to adjourn. **Mr. Thacker** seconded the motion. The motion was unanimously approved, (5-0).

Respectfully Submitted:

Cmr. Truman Tinsley
Secretary / Treasurer,
Griffin-Spalding Airport Authority

Cc:
Griffin-Spalding Airport Authority
Ms. Jessica O'Conner, City Manager
Dr. Steve Ledbetter, County Manager