



Minutes of Airport Authority Meeting

10 June, 2019

6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. Don Hawbaker

Dr. Nicole Jones
Cmr. Truman Tinsley

Cmr. Bart Miller

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. William Wilson (County Manager)
Mr. Robert Mohl (6A2 Airport Director)

Ms. Rebecca Collins (Croy Consulting)
Mr. Ray Lightner (Griffin Daily News)
Mr. Bob Stapleton (Project Manager)

- I. **Call to Order:** At 6:09 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 13th of May, 2019. Cmr. Don Hawbaker seconded. The minutes were approved (5-0).
- III. **Audience Comments:** None
- IV. **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
- V. **Old Business:**
 - a. **Project Manager, Construction NGS, Monthly Report – Bob Stapleton**
 1. **Expenditure Authorizations & Project Update:** Project Manager 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). Mr. Stapleton reported that GDOT requested a meeting be held to discuss the closing of Sapelo Road, with Emergency Services & Other Responding Agencies. Mr. Stapleton stated that he held the meeting, written questions or comments are due back this Thursday upon which we will transmit to Croy for formatting and transmission to GDOT. Additionally, the project documents for Phase II land acquisition have been reviewed by GDOT, they had comments. We addressed those comments, sent the documents back to Croy for adjustment and they are forwarding back to GDOT. The Draft SEA has been circulating among the different agencies for comment. Those comments are due to GDOT this coming Wednesday. Mr. Stapleton concluded his report. Cmr. Truman Tinsley motioned to approve the expenditures as presented subject to the availability of funds. Dr. Nicole Jones seconded. The motion was approved (5-0).
 - b. **Airport Improvement Project, Update (AIP-33), 6A2 – AD**
 1. **NAVAIDS (Lights, REIL Replacement & PAPI Rehab): & Runway & Taxiway Restriping:** AD reported the reimbursement from GDOT came in for the design. Also, the contract documents have been signed and are being returned to Croy.

c. Property Acquisition & Closings Update: - Stephanie Windham

1. Ms. Stephanie Windham provided a synopsis of issues related to Land Acquisition(s) Phase 1:
 - a. 1476 Jackson Road. The owners have been paid & all associated costs have been paid out. There are two tenants that remain and the relocation costs are \$18,732. Staff recommends approval to pay this amount. As the motion is generated by legal counsel it does not require a motion and a second. The Authority approved the amount (5-0).
 - b. 1476A Jackson Road is completed. All monies for that property have been paid and that file is now closed.
 - c. 1765 High Falls Road, a portion of the property (3 acres) is being purchased. The owner lives in Canada and has dual citizenship. A bit more researched was required to determine if there were any tax withholdings. The State of Georgia requires us to withhold 3%. The closing is scheduled for this Friday.
 - d. Parcel AF-44 is in the condemnation process. Our appraisal came in at \$19K. The company that owns / manages the property stated their amount is \$34,700 we are \$15,700 apart. Having had the last two condemnation judgements (one at the current airport and one for the new) come in significantly higher than the appraisals and noting that the legal fees will be in excess of the \$15,700 difference, staff recommends the Authority allow us to discuss negotiating the amount. Additionally, we will notify GDOT of the differing amounts and ask they approve allowing a negotiated settlement. The recommendation from legal counsel to discuss negotiations and seek GDOT advice was approved (5-0).
 - e. The Newsome property (AF-23) has been completed & all judgements have been paid. The 60 day notice to vacate has been sent out. The Newsome's are requesting additional time. Staff has discussed the issue and recommends allowing an additional 30 days. The Chair asked the Authority to consider approval of an additional 30 days. Cmr. Don Hawbaker motioned to approve. Cmr. Bart Miller seconded. The motion was approved (5-0).
 - f. Regarding the selling of Non-Aviation Use parcels from the current Airport – FAA releases must be obtained. Kiwanis intends to buy everything within the fence-line and their front parking area. The Walking Park appraisals have been reviewed and we expect to complete a sale to the County in August or September. And the Taylor Tower parcel has been appraised and sent to GDOT for guidance on how they want us to proceed.

VI. New Business:

a. FY 2020 Budget Adoption: - AD

1. AD presented the recommended budget to the Authority. Cmr. Tinsley motion to accept the budget and recommend to the City for approval. Cmr. Hawbaker seconded. The motion was approved (5-0).

b. Professional Liability Insurance: – AD

1. AD presented the Annual Public Officials Liability Insurance Renewal policy as quoted by Millenium Insurance. This year the amount was \$2,079.00 (roughly \$100 less than last year). Cmr. Hawbaker motioned to approve. Dr. Jones seconded. The motion wa approved (5-0).

VII. Airport Director's Report:

AD provided an End-of-Month statistical summary for month ending May 2019 (see attached).

VIII. Authority Board Member Comments: None

IX. Next Airport Authority Board Meeting:

**12 Aug, 2019
6PM
One Griffin Center**

X. Adjournment: At 6:39 PM, The Chair called for a motion to adjourn. The motion was approved (5-0).

Respectfully Submitted:

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

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