



**Minutes of
Airport Authority Meeting**
14 September, 2020
6:00PM

Attendees:

Dr. Randall Peters(C)
Mr. Dennis Noll

Mr. Brett Lavender (VC)
Mr. Louis Thacker

Cmr. Bart Miller
Mr. Steven Wages

Also in Attendance:

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

Mr. Kristopher Erwin (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:** Mr. Brett Lavender motioned to accept the minutes of the Regular Authority Meeting (held on the 10th of August) and the Marketing Committee Workshop (held on the 27th of August). Cmr. Bart Miller seconded. The minutes were approved (6-0).
- III. Audience Comments:** None
- IV. Report of Committees:**
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| a. Budget & Finance – No Report At This Time | e. Legal & Insurance – No Report At This Time |
| b. Personnel – No Report At This Time | f. Property & Assets – No Report At This Time |
| c. Marketing – No Report At This Time | g. Tenant Issues – No Report At This Time |
| d. Executive – No Report At This Time | h. Policies & Procedures – No Report At This Time |
- V. Old Business:**
- a. Project Manager, Construction NGSA, Update – Bob Stapleton:**
1. PM reviewed the “Project Tracker” for the month ending 31 August 2020 (see attached). Also presented, a summary on expenditures for the month of August 2020 (see attached) for requested approval for payment. Mr. Brett Lavender motioned to approve the expenditures as presented. Mr. Steve Wages seconded. The motion was approved (6-0).
 2. A discussion regarding the continuation, delay or cancellation of the timbering contract for the timber located on 6A2. A concern was raised by the City of Griffin as to the possible unsightliness post harvesting of the trees. A request from the contractor to cancel the contract, refund all monies prepaid (\$5,000.), and review & revisit the issue at a later date was presented. Mr. Louis Thacker motioned to cancel the contract as requested. Mr. Dennis Noll seconded. The motion was approved (6-0).
 3. PM & Mr. Kris Erwin of Croy Engineering provided the Board with an update regarding the status of the ALP Update, the SEA and the moving of the power transmission lines owned by Georgia Power & Georgia Transmission all awaiting response from GDOT. PM made a recommendation to the Board for the Authority to issue a “Stop Work Order” regarding Task Order 10 with Croy Engineering for services regarding the ALP Update. Since we cannot move further, as GDOT has yet to respond to our inquiries regarding a grant offer for the ALP Update, we cannot proceed nor incur any debt on this project, as we risk not getting reimbursement for. Mr. Brett Lavender motioned to approve the Stop Work Order as presented. Mr. Dennis Noll seconded. The motion was approved (6-0). Cmr. Bart Miller wanted to know what the hold up at GDOT was? He continued that the citizens of Spalding County need to know if they are not going to provide funding we need to stop putting tax payer money into the project. He asked what is the worst that could happen? PM stated that they could stop the project. The Chair stated that he did not think it will come to that but should it be necessary we would do like Paulding and take GDOT / FAA to court. The Chair stated that he thinks this is highly unlikely, & once these issues are resolved, the log jam will open up and the project will flow smoothly moving forward.
 4. PM presented an overview of the updates and changes to the NGSA Authority’s website.

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

1. AD provided a brief recap of the entire project regarding the replacement of the 4 thousand gallon Av-Gas tank with a new 12 thousand gallon tank. AD stated the 4 thousand gallon Av Gas tank has been disconnected and is prepared for pick-up and transport on the 21st of September. The Chair inquired as to 6A2's ability to provide Av Gas during this project and would that service be interrupted. AD responded that there may be a period where self service capabilities are temporarily suspended however, the airport's fuel truck will be available to continue Av Gas service in the interim. When the West Side Av Gas tank is removed, all self-serve Av Gas sales will occur solely at the East Side Av Gas fuel point & CCR.
2. AD recapped the airfield's results of its bi-annual inspection and the identified Object Free Area (OFA) incursion. Originally the plan was to swap land from the Salvage Yard with the acquired McLendon Property. AD stated that the "simple swap plan" we suggested is not approved by GDOT without a land release and environmental study. This effort, AD reported, will require more money than we want to put forth nor would we get GDOT approval & grant funding to execute. Therefore, GDOT recommends we look at and consider a Modification of Standards (MOS). AD stated that he spoke with Croy Engineering and they are willing to prepare a Task Order, Scope & Fee to present the Authority to address an MOS for OFA corrective action. Additionally, AD stated, since our inspection last February, there has occurred some "pitting" on the main runway & taxiway. Pitting leads to pot holes and pot holes are an extremely dangerous condition for aircraft landing and take-off. This identified pitting was immediately filled in by airport staff with "cold patch". Staff will continue to monitor its progress / success. However, this infrastructure failure underscores a safety issue that we need to address. AD recommends that we get Croy to provide Task Order, Scope & Fee proposals to include a Runway & Taxiway Rehabilitation project in our upcoming 5 Year CIP annual submission. AD reiterated this is a serious safety issue and we need to make sure GDOT / FAA know that it must be addressed now before it escalates. AD requested Authorization to direct Croy Engineering to provide a Task Order Proposal for an MOS for 6A2 to address its OFA incursion and a Task Order Proposal to provide a GEO-Tech Survey of the runway & taxiway to give us the breadth and scope of what is necessary to ensure the safest possible infrastructure for our airport's runway & taxiway. Mr. Brett Lavender motioned to approve as requested. Mr. Steve Wages seconded. The motion was approved (6-0).
3. AD provided monthly operations & financial statistical report for month ending 31 August 2020 (see attached).

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

1. Authority Counsel updated her discussions with the County Tax Commissioner regarding a tax bill that was issued after the property became tax exempt. Per the regulation, upon the taking of the property at condemnation it became tax exempt. She stated that the Authority will not be paying that additional tax bill.

VI. New Business: None

VII. Authority Board Member Comments: The Chair announced that he is undertaking discussions with UGA & Archway Partnership about providing the Authority with assistance in developing studies & surveys regarding the marketing, usage & disposition possibilities of the current airport upon our transfer to the new one.

VIII. Next Airport Authority Board Meeting: **12 October, 2020**
6PM
One Griffin Center

IX. Adjournment: At 7:02 PM, the Chair called for a motion to adjourn. Cmr. Bart Miller motioned to adjourn. Mr. Louis Thacker seconded. The motion was unanimously approved, (6-0).

Respectfully Submitted:

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

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



Minutes of
Airport Authority Marketing Committee
24 September, 2020
6:00PM

Attendees: Mr. Brett Lavender (VC) Mr. Steven Wages Cmr. Truman Tinsley

Also in Attendance:

Mr. Bob Stapleton (NGSA Project Manager)

Mr. Robert Mohl (Airport Director)

- I. Call to Order:** At 6:00 PM, the Project Manager (PM), Mr. Bob Stapleton called the meeting to order
- II. Presentation:** AD presented a review of the Minimum Standards Policy as approved on 09 November 2015 (see attached). PM instructed that these need to be reviewed and updated at a future meeting.
- III. Discussion:** Questions regarding Minimum Standards provisions & possible applications.
- IV. Adjournment:** Time: 7:25pm

Respectfully Submitted:

Cmr. Robert Mohl
Airport Director
Griffin-Spalding Airport Authority

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