

Habersham County Airport Commission

Meeting Minutes

October 4, 2021 at 9:00 a.m.
Habersham Airport Terminal Building
1112 Airport Rd. Cornelia, GA 30531

The Habersham County Airport Commission held a public meeting on Monday, October 4, 2021, at 9:00 a.m. in the conference room in the Habersham County Airport Terminal Building, located at 1112 Airport Rd, Cornelia, GA 30531.

Members Present: Ken Schubring, Greg Caudell, Chris Limbach, D. Higgins & Lawrence Bridges.

Members Absent: none

Others Present: County Staff, Members of the Public and Media.

Call to Order: Ken Schubring called the meeting to order at 9:00 a.m.

Invocation and Pledge: Brenda Reed gave the invocation and led the pledge of allegiance.

Adoption of Agenda: Motion by Chris Limbach, seconded by Lawrence Bridges and voted unanimously to adopt the agenda.

Approval of Minutes (September 13, 2021, Regular Meeting): Motion by Lawrence Bridges, seconded by Greg Caudell and voted unanimously to approve the minutes of the September 13, 2021 meeting.

Financials: Habersham County Airport Financials dated September 30, 2021, were presented by Public Works Director Derick Canupp. Year to date represented 25% of the fiscal year, therefore expenditures should be less than or equal to 25% and revenue should be at 25% minimum. The actual revenues that were collected were 31% of what was budgeted, and the actual expenses were 21% of what was budgeted. The bank account balance is \$195,523. Total revenues, less total expenses, is \$47,885.

Approval of Financials: Motion by Ken Schubring, seconded by Greg Caudell and voted unanimously to approve the September 30, 2021 financials.

Reports:

Blue Sky Aviation: Fuel Sales and Issues: Brenda Reed, Blue Sky Aviation, reported that in the month of September they sold 3,737 gallons of Low Lead fuel and 5,708 gallons of Jet Fuel, for a total of 9,445 gallons of fuel sold. Inventory for jet fuel and low lead fuel is currently low but is ordered and will arrive this week. Brenda also reported that the receipt printer software was updated

but is still not working correctly. If a customer is willing to wait a few minutes, she can print them a receipt. Otherwise, she is hand-writing receipts. World Fuel will conduct a fuel farm and equipment inspection around the end of October. She is hoping to have the trucks and other equipment pressure washed before the inspection.

Airport Update: Derick Canupp, Senior Public Works Director, informed the commission that Steve Worley is working on scheduling the spraying in the cracks and along the fence line. Steve will also be working on getting the fuel trucks and equipment pressure washed. The grounding clamp on the fuel truck has been fixed, as well as the dead man switch on the Jet A Truck. The upgrade needed (3G to 4G) for the cell system at the gate is still in process. Derick also informed the commission that the drawdown request for the \$13,000 CRRSA Act Funding through GDOT has been completed. The application has been made for the American Rescue Plan Act (ARPA) operational reimbursement in the amount of \$32,000. Closing on parcel 2 aviation easements is still pending. The survey of the church property has been received. D. Higgins asked if the field would be sprayed again? Derick said that the contract has expired and he will be accepting bids for a new contract soon. Lawrence Bridges asked how the new bush hog was working. Derick stated that it was working great. Derick also said that the Landfill was granted a new Kubota tractor and that he plans to have the old Landfill tractor donated to be used at the airport. He will start getting some prices for a cover for the tractor to keep it out of the weather. Further discussion of cover is tabled until the November 1, 2021 meeting.

Airport Business Park Update: Mike Beecham, Director of Planning and Development, gave a brief update. They are still working on an as-built survey for the City of Baldwin. When the storm-water ponds were built in 2016, they were built to the standards for 2016. The city of Baldwin wants them to be brought up to current standards. This has caused a delay in construction of the building on Pad 8.

Old Business:

Ken Schubring stated that he would like to also include the topic of a fundraising committee to the work session on October 21, 2021.

Regarding the existing septic system for H2, Attorney Ralph Taylor has reviewed the language in the hangar leases, which state that the leaseholders are responsible for any upgrades or repairs. Since no county records have been found to show what type of septic system exists, or where it is located, it will need to be inspected. Derick will help obtain the proper permits for the inspections to be done; however, the leaseholder will be responsible for the cost of uncovering the tank as well as any repair or replacement of the existing system.

New Business:

Phil Eberly with Lead Edge is working on the 5-year CIP, which is due at the end of November. A work session was scheduled for October 21, 2021 to go over the CIP in detail, and it will be voted

on at the November 1, 2021 regular meeting. Phil also presented a beautiful statue of appreciation to the airport.

Public Comments (limited to 3 minutes)

Doug McDonald asked about a last-minute change on the agenda. There was originally an item listed for Michelle Curcio's Single Service Provider application. However, it was removed because the application was not complete and approved in time for the meeting. He asked several questions about what a Single Service Provider application was for. Michelle Curcio spoke briefly to explain what she was applying for.

Adjournment

The next meeting is November 1, 2021.

Motion by Ken Schubring and voted by consensus to adjourn the meeting at 9:43 a.m.



Ken Schubring, Chairman



Greg Caudell, Secretary