

Habersham County Airport Commission

Meeting Minutes

November 1, 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, November 1, 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 D. Higgins, seconded by Chris Limbach and voted unanimously to adopt the agenda.

Approval of Minutes (October 4, 2021, Regular Meeting): Motion by Greg Caudell, seconded by D. Higgins and voted unanimously to approve the minutes of the October 4, 2021 meeting.

Approval of Minutes (October 21, 2021, Work Session): Motion by Greg Caudell, seconded by Lawrence Bridges and voted unanimously to approve the minutes of the October 21, 2021 work session.

Financials: Habersham County Airport Financials dated October 31, 2021, were presented by Interim County Manager Alicia Vaughn. Year to date represented 33.3% of the fiscal year, therefore expenditures should be less than or equal to 33.3% and revenue should be at 33.3% minimum. The actual revenues that were collected were 46% of what was budgeted, and the actual expenses were 34% of what was budgeted. The bank account balance is \$204,651. Total revenues, less total expenses, is \$55,354.

Approval of Financials: Motion by Greg Caudell, seconded by Chris Limbach and voted unanimously to approve the October 31, 2021 financials.

Reports:

Blue Sky Aviation: Fuel Sales and Issues: Brenda Reed, Blue Sky Aviation, reported that in the month of October they sold 3,786 gallons of Low Lead fuel and 9,353 gallons of Jet Fuel, for a total of 13,139 gallons of fuel sold. Inventory for jet fuel and low lead fuel is currently good. Brenda also reported that the receipt printer is still not working correctly and will call about it again. The trailer for the US Forest Service has been brought to the airport. Derick Canupp stated that the Forest Service leaves a trailer here from November through May each year.

Airport Update: Derick Canupp, Senior Public Works Director, informed the commission that Steve Worley is working on spraying weeds in the cracks and along the fence line. The upgrade needed (3G to 4G) for the cell system at the gate has been completed. Closing on parcel 2 aviation easements is still pending. Ralph explained that there has been difficulty reaching one of the owners of the parcel. The survey of the church property has been completed. Derick will submit the survey so that the appraisal can be done.

Airport Business Park Update: Mike Beecham, Director of Planning and Development, gave a brief update. They are waiting for final approval of stormwater pond improvements and upgrades in order to begin construction of Don Higgins' spec building. He has also been working on applying for grants for the Reed Property.

Old Business:

Phil Eberly with Lead Edge Design Group gave a brief overview of the 5-year CIP, which is due to be submitted to GDOT by the end of November. The CIP was reviewed in detail during the work session of October 21, 2021. Once the Airport Commission approves the CIP, it will be presented to the Board of Commissioners at the November 18, 2021 meeting for final approval.

Motion by Greg Caudell, seconded by Lawrence Bridges, and voted unanimously to approve the 5-year CIP and recommend approval by the Board of Commissioners.

New Business:

Ralph Taylor explained that under the current process outlined in the Airport Minimum Standards, there is no provision to allow commercial business in existing hangars. He recommended that each applicant and hangar be considered on an individual basis. Individual land leases will need to be amended to allow commercial businesses in existing hangars. D. Higgins asked what the process will be? Ralph suggested that the Airport Manager review the business application with the applicant, then recommend approval by the Airport Commission, subject to certain conditions such as approval by the Board of Commissioners and adherence to all permit requirements.

Motion to allow the Airport Manager to consider commercial uses in existing hangars in connection with applications made to the Airport Manager for service providers requesting commercial use or uses in existing hangars, to be considered on a case-by-case basis, made by D. Higgins, seconded by Lawrence Bridges, and voted unanimously.

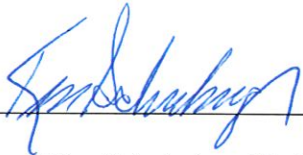
Public Comments (limited to 3 minutes)

None

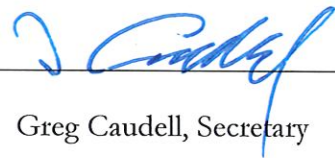
Adjournment

The next meeting is December 6, 2021.

Motion by Ken Greg Caudell and seconded by D. Higgins to adjourn the meeting at 9:32 a.m.



Ken Schubring, Chairman



Greg Caudell, Secretary