

Habersham County Airport Commission

Meeting Minutes

April 4, 2022 at 9:00 a.m.
Commissioners Conference Room
Habersham County Administration Building
130 Jacob's Way, Clarkesville, GA 30523

The Habersham County Airport Commission held a public meeting on Monday, April 4, 2022, at 9:00 a.m. in the Commissioners conference room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA, 30523.

Members Present: Ken Schubring, Andy Anderson, D. Higgins, Chris Limbach, Justin Schapansky (via teleconference)

Members Absent: none

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

Call to Order: Ken Schubring called the meeting to order at 9:03 a.m.

Invocation and Pledge: Doug McDonald gave the invocation and Ken Schubring 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 (March 7, 2022, Regular Meeting): Motion by D. Higgins, seconded by Chris Limbach, and voted unanimously to approve the minutes of March 7, 2022.

Financials: Habersham County Airport Financials dated March 31, 2022, were presented by County Manager Alicia Vaughn. Year to date represented 75% of the fiscal year, therefore expenditures should be less than or equal to 75% and revenue should be at 75% minimum. The actual revenues that were collected were 97% of what was budgeted, and the actual expenses were 90% of what was budgeted. The bank account balance is \$295,378. Total revenues, less total expenses, is \$36,282.

Approval of Financials: Motion by D. Higgins, seconded by Chris Limbach, and voted unanimously to approve the March 31, 2022 financials.

Reports:

Fuel Sales and Issues: In the month of March 2022, the airport sold 2,772 gallons of Low Lead fuel and 7,014 gallons of Jet Fuel, for a total of 9,786 gallons of fuel sold. Current inventory is 5,274 gallons of Low Lead and 9,886 gallons of Jet Fuel.

Airport Update: Lead Edge Design Group - The T-hangar project will be out to bid in approximately 30 days. There will be items on the ROFA and Runway overlay projects that will require action by the Board of Commissioners. However, the Airport Commission has previously voted to support these projects, so there is no action required by the Airport Commission. The staff of Lead Edge conducted a presentation and tour of the airport on March 30th for Leadership Habersham.

Airport Business Park Update: Mike Beecham gave a brief business park update. Streetlights for the business park are ordered and scheduled to be installed by HEMC when the lights are received. They are discussing development of the Reed Property adjacent to the business park and are currently working with engineer James Irvin to design and get estimates for a cul-de-sac design road for the Reed Property.

Old Business:

New Business:

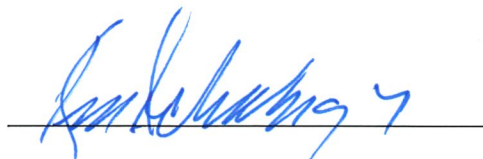
- 1- Election of Secretary – Chairman Ken Schubring nominated Chris Limbach. Andy Anderson seconded the nomination. Mr. Schubring called for the election of Chris Limbach for Secretary, and it was voted unanimously to elect Chris Limbach as the Airport Commission Secretary for the remainder of 2022.
- 2- Consider/Adopt Public Comment Policy – Tabled until May meeting. A motion was made by D. Higgins, seconded by Chris Limbach, and voted unanimously to table consideration/adoption of public comment policy until May 2022 meeting.

Public Comments (limited to 3 minutes)

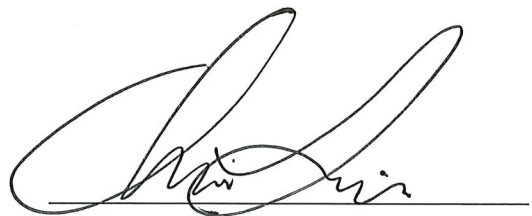
Adjournment

The next meeting is Monday, May 2, 2022, at 9am, in the Commissioners Conference Room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA.

Motion by Chris Limbach, seconded by D. Higgins, and voted unanimously to adjourn the meeting at 9:31 a.m.



Ken Schubring, Chairman



Chris Limbach, Secretary