

Habersham County Airport Commission

Meeting Minutes

January 9, 2023 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 regular meeting on Monday, January 9, 2023, 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, Justin Schapansky, Chris Limbach

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: D. Higgins gave the invocation and led the pledge of allegiance.

Adoption of Agenda: Motion by D. Higgins, seconded by Justin Schapansky, and voted unanimously to adopt the agenda as presented.

Public Comment – Doug McDonald addressed the commission with suggestions and concerns. He stated that in reading the minutes from the December 5, 2022 meeting, he noticed that it was noted that Chairman Bruce Palmer had addressed the Airport Commission, but it was not noted what Chairman Palmer said. Mr. McDonald asked that Chairman Palmer's comments regarding false statements being made to the BOC be added to the minutes before a motion to approve. Mr. McDonald is concerned that the person or persons that he feels is responsible for the false statements has not been disciplined. Mr. McDonald then suggested that the person who made the false statements was William Joshua Regan, at which point Chairman Palmer interrupted to say that was not who he was referring to. Mr. McDonald is also concerned that expenses through December are 69% of the budget. Michelle Curcio spoke to ask about the possibility of having a sign put on the runway and taxiway directing incoming planes to the FBO building, as well as lighting issues.

Approval of Minutes (December 5, 2022, Regular Meeting): A MOTION was made by Chris Limbach, seconded by Justin Schapansky, and voted unanimously to table approval of minutes until the February meeting for revisions to public comment section.

Financials: Habersham County Airport Financials dated December 31, 2022, were presented by County Manager Alicia Vaughn. Year to date represented 50% of the fiscal year, therefore expenditures should be less than or equal to 50% and revenue should be at 50% minimum. The actual revenues that were collected were 59% of what was budgeted, and the actual expenses were 69% of what was budgeted. The bank account balance is \$50,685. Total revenues, less expenses, equals \$(75,207). Will Regan explained that he has been keeping the fuel tanks as full as possible since the gas tax suspension will be ending this week, thus making expenses higher than usual.

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

Reports:

Fuel Sales and Airport Revenues: In the month of December 2022, the airport sold 3,349.3 gallons of Low Lead fuel and 4,827 gallons of Jet Fuel, for a total of 8,176.3 gallons of fuel sold. Current inventory is 7,760 gallons of jet fuel and 6,615 gallons of low lead. Additional revenues for the month of December for oil sales, facility fees, overnight and tie down fees, and call-out fees totaled \$1,824.32.

Airport Manager Update: Will Regan gave the manager's update. The runway was periodically closed due to fog and low IFR conditions over the past few weeks. The weather also accounted for lower than usual fuel sales. GDOT will be conducting an airport inspection on February 24th. There are issues with the pilot-controlled lighting system. Airport staff is replacing 20+ bulbs per week on the runway at a cost of \$9 per bulb. The power bill has ballooned as well. Will and Phil Eberly are looking into some options to replace the lighting. County-owned hangar power usage for December 2022 was 600% higher than in December 2021, and 300% higher than in November 2022, possibly due to the use of heaters and other high wattage electronics being used in hangars. Will is sending a letter to tenants asking them to be mindful of power consumption and the safety issues associated with heaters. The company that asked in December to film a commercial at the airport chose another location. Ken Schubring asked what our current margin on fuel is, and Will stated that it is \$1.48 for jet fuel and .64 for avgas.

Airport Update: Lead Edge Design Group – Phil Eberly gave the update. As a follow-up to Will's report of the runway lighting, Phil explained that there is a 15-20 year life span on lighting systems. He expressed the need to change the fillets, which will be done in conjunction with the runway overlay project. The project to upgrade lighting on the runway and taxiway is in this year's CIP. The bid opening for the ROFA project is Wednesday, January 11, 2023, and Phil will have the bid tabulations at the February meeting. Phil also explained more about the GDOT inspection. FAA does an inspection every two years which is contracted out to the GDOT. They will look at approaches, marking, lighting system, and then will send a report. We will then make a corrective plan, which will be tied into the land acquisition plan.

Airport Business Park Update: Alicia Vaughn gave the business park update. Pads 5 and 7 and under contract and in the due diligence period.

Old Business:

- Discuss/recommend new hangar lease agreement (tabled from December 5, 2022 meeting for revision) – A MOTION was made by D. Higgins, seconded by Andy Anderson, and voted unanimously to un-table item. A MOTION was made by Andy Anderson, seconded by D. Higgins, and voted unanimously to approve the lease agreement and recommend approval from the Board of Commissioners.

New Business— Election of Officers for 2023

Chairman Ken Schubring turned the meeting over to county attorney Ralph Taylor to conduct the election of officers.

Mr. Taylor opened the floor for nominations for Chairman. Chris Limbach nominated Ken Schubring to remain as Chairman. Justin Schapansky seconded the nomination. With no further nominations, Mr. Taylor asked for a motion to close nominations. Motion by Chris Limbach, seconded by D. Higgins and voted unanimously to close nominations. Mr. Taylor called for the election of Ken Schubring as Chairman. All members were in favor of electing Ken Schubring as the Airport Commission Chairman for 2023.

Mr. Taylor opened the floor for nominations for Vice-Chair. Justin Schapansky nominated D. Higgins to remain as Vice-Chair. Chris Limbach seconded the nomination. With no further nominations, Mr. Taylor asked for a motion to close nominations. Motion by Chris Limbach, seconded by Andy Anderson and voted unanimously to close nominations. Mr. Taylor called for the election of D. Higgins as Vice-Chair. All members were in favor of electing D. Higgins as the Airport Commission Vice-Chair for 2023.

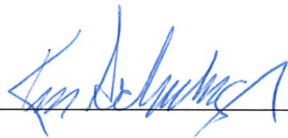
Mr. Taylor opened the floor for nominations for Secretary. D. Higgins nominated Chris Limbach to remain as Secretary. Andy Anderson seconded the nomination. With no further nominations, Mr. Taylor asked for a motion to close nominations. Motion by D. Higgins, seconded by Justin Schapansky and voted unanimously to close nominations. Mr. Taylor called for the election of Chris Limbach as Secretary. All members were in favor of electing Chris Limbach as the Airport Commission Secretary for 2023.

Other Reports:

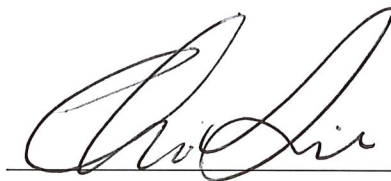
Adjournment:

The next meeting is Monday, February 6, 2023 at 9am in the Executive 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 9:43 a.m.



Ken Schubring, Chairman



Chris Limbach, Secretary