

Habersham County Airport Commission

Meeting Minutes

March 6, 2023 at 9:00 a.m.
Executive Conference Room
Habersham County Administration Building
130 Jacob's Way, Clarkesville, GA 30523

The Habersham County Airport Commission held a regular meeting on Monday, March 6, 2023, at 9:00 a.m. in the Executive conference room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA, 30523.

Members Present: Ken Schubring, D. Higgins, Justin Schapansky, Chris Limbach

Members Absent: Andy Anderson

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 Chris Limbach, and voted unanimously to adopt the agenda as presented.

Approval of Minutes (February 6, 2022, Regular Meeting): A MOTION was made by Chris Limbach, seconded by Justin Schapansky, and voted unanimously to approve the minutes of February 6, 2023.

Financials: Habersham County Airport Financials dated February 28, 2023, were presented by County CFO Tim Sims. Year to date represented 66.7% of the fiscal year, therefore expenditures should be less than or equal to 66.7% and revenue should be at 66.7% minimum. The actual revenues that were collected were 72% of what was budgeted, and the actual expenses were 75% of what was budgeted. The bank account balance is \$88,952. Total revenues, less expenses, equals (\$33,811). Tim explained that both revenues and expenses are more than expected because of fuel purchases and fuel sales. D. Higgins asked for Tim to confirm that expenses in capital outlay include ROFA and Runway Overlay project expenses, which will be partially reimbursed by GDOT and FAA grants. "Intergovernmental revenue" consists of the money that we will be reimbursed by FAA and GDOT. D. Higgins also asked what type of expenses are listed under "contracted services" and Will Regan replied that pest control, lawn spraying, Fuelmaster, and other services were included in contracted services.

Approval of Financials: Motion by D. Higgins, seconded by Chris Limbach, and voted unanimously to approve the February 28, 2023 financials as presented.

Reports:

Fuel Sales and Airport Revenues: In the month of February 2023, the airport sold 3,013.8 gallons of Low Lead fuel and 3,247 gallons of Jet Fuel, for a total of 6,260.8 gallons of fuel sold. Current inventory is 7,942 gallons of jet fuel and 5,211 gallons of low lead. Additional revenues for the month of February for oil sales, facility fees, overnight and tie down fees, and call-out fees totaled \$2,965.00. Will explained that fuel sales for Jet A were low in February due to bad weather, Air Methods was down for two weeks and purchased no fuel, and the Firehawk people went to Florida for two weeks. Current self-serve fuel prices are \$5.39 for Jet A and \$5.49 for Low Lead.

Airport Manager Update: The Airport Inspection was completed in February. Lead Edge was present for the inspection. Will stated that one thing GDOT requested was to pressure wash all runway markings. Will has ordered a pressure washing trailer and airport staff will begin the work as soon as it arrives. Other items mentioned by GDOT during the inspection were already known and expected, such as tree removal, obstructions, etc. In recent months, Will has mentioned that he was replacing a large amount of light bulbs on the taxiway. He said that since he was finally able to get GE brand bulbs installed, the bulbs are not blowing like they were with the brand of bulbs they had been using. All new hangar leases have been signed and the final batch will be submitted for approval at the March Board of Commissioners meeting. The BOC approved the ROFA and additive bid in February. Will has purchased some lawn care equipment such as a Scag zero turn mower and a Billy Goat walk-behind brush cutter. The money was in the budget for these items since the lawn maintenance contract was cancelled. The Airport also acquired an additional courtesy car transferred from the Sheriff's office. Will is looking for a lighted display case for the lobby to display miscellaneous items for sale.

Airport Update: Lead Edge Design Group – Amanda Rostin gave the update. The airport inspection was conducted a week and a half ago. The inspection happens every two years. Lead Edge was present for the inspection. The next step is we will receive a letter, or “report card” from GDOT based on their findings. There are a few things that will be flagged such as tree height and high ground in primary surface and other items that are already in the process of being resolved. We will then submit a corrective action plan to GDOT. The next project is the ROFA and terminal expansion project. Lead Edge is waiting for the final draft of “Exhibit A”, which is a chart of all the items that were bid, the dollar amounts, etc. Then it will go through an electronic process and then Lead Edge will send out confirmed contracts to the contractor and will begin scheduling the project. Amanda also gave an update on the Runway Overlay project. They were expecting to go to bid in April, but GDOT and FAA have pushed the schedule back, and they would like for us to advertise in April and open bids the week of May 15. Phil added that the actual paving could take place next year.

Airport Business Park Update: Commissioner Bruce Palmer gave the business park update. Pads 3, 5 and 7 have been sold. The only remaining pad in Phase 1 of the business park is pad 10. Pad 10 may be split into 2 parcels for sale.

Old Business: None

New Business: None

Other Reports: D. Higgins asked if there were any updates on the Hangar construction project. Will said he has a meeting next week with the county's grant writer Lauren Long to discuss applying for some grants to help fund the hangar project. In researching the possibility of a USDA loan, Will found out that the application process is 9 to 24 months, and we would likely have to go back out to bid. Tim Sims said he and Alicia are looking into other financing options. There are currently 49 people on the hangar waiting list. Ken Schubring said that he would really love to see the project move forward since we have been waiting so long.

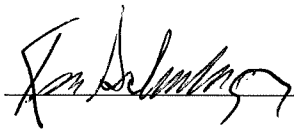
Public Comment: Doug McDonald addressed the commission. He said that the public does not see or have access to any written reports to be shared at the meeting and should be posted on our website. He is concerned that if the Airport Commission doesn't see any written reports prior to the meeting that they do not have time to be fully prepared. He also stated that every month, fuel sales get blamed for the disparity between revenue and expenses. Mr. McDonald also is concerned about the “veiled accusations” that were made at the February meeting that Blue Sky Aviation cheated the county out of \$45,000. These accusations were printed in the newspaper, and Matt Osborne from The Northeast Georgian has issued a correction. Mr. McDonald believes that The Airport Commission should issue an apology letter to Ray and Brenda Reed. He also stated that there are discrepancies in Will Regan's report from GDOT and Lead Edge's report from GDOT and he asked to please get a written report

from GDOT so there are no discrepancies. He feels like the Airport should be run like a business, and that the commission needs to know more about what's going on than they know. Will Regan said that as soon as the report from GDOT is received, he will share it with the Airport Commission. Amanda added that Damon Carr is currently doing airport inspections, and is also responsible for writing the reports, so it could be a while before we receive a report. Tim Sims spoke up to say that at the February meeting, he was not implying that anyone had been hiding money or doing anything improper. He only stated that during the transition of all the parties involved, the invoices were not submitted to GDOT for reimbursement. Franklin Brown also addressed the commission. He said that on other boards he is on, he gets a portfolio of documents the week before a meeting in order to be prepared. He also said that he had read the newspapers and reports of the comments made at the last meeting regarding Blue Sky, and that the public perception of the situation was a problem. He asked as a citizen that an apology and a correction be issued from the Airport Commission to Blue Sky Aviation. He feels that this would be an appropriate action after the years of service to the Airport by Blue Sky.

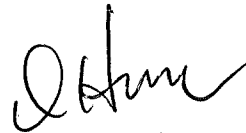
Adjournment:

The next meeting is Monday, April 3, 2023 at 9am in the Executive Conference Room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA.

Motion by Ken Schubring, seconded by Chris Limbach, and voted unanimously to adjourn the meeting at 9:30 a.m.



Ken Schubring, Chairman



D. Higgins Vice-Chair
~~Chris Limbach, Secretary~~