

Habersham County Airport Commission

Meeting Minutes

April 3, 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, April 3, 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, Andy Anderson

Members Absent: Chris Limbach

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.

Approval of Minutes (March 6, 2022, Regular Meeting): A MOTION was made by D. Higgins, seconded by Andy Anderson, and voted unanimously to approve the minutes of March 6, 2023.

Financials: Financial reports for March 31, 2023 were not yet available and will be presented at the May meeting.

Approval of Financials: None

Reports:

Fuel Sales and Airport Revenues: In the month of March 2023, the airport sold 4,605 gallons of Low Lead fuel and 7,165 gallons of Jet Fuel, for a total of 11,770 gallons of fuel sold. Current inventory is 7,596 gallons of jet fuel and 15,408 gallons of low lead. Additional revenues for the month of March for oil sales, facility fees, overnight and tie down fees, and call-out fees totaled \$1,915.66. Current self-serve fuel prices are \$5.39 for Jet A and \$5.47 for Low Lead. Some customers buy oil from the airport by the case.

Airport Manager Update: Will Regan provided a copy of the GDOT airport inspection report. The airport staff is working on pressure washing the mold on the runway and removing vegetation. Will plans to contact the road department to get an estimate on crack filling as a temporary solution. There is a new part-time employee starting this week.

Airport Update: Lead Edge Design Group – Amanda Rostin gave the update. Lead Edge has put together a draft response to the GDOT inspection. The letter explains that the crack sealing and markings will be done with the Runway Overlay project. GDOT has dictated the schedule for a mid-May advertisement and a mid-June bid opening for the Runway Overlay project. The ROFA and Terminal Expansion project contract has been executed between the county and GDOT. Lead Edge will be sending the contracts to the contractor to be executed. Since the terminal expansion was an add-on to the ROFA project, they will be bid out separately. The ROFA project is

expected to take 90 days and the terminal expansion 120 days. Hopefully some of the work will overlap and take less time overall. Next month Lead Edge will provide a task order for the construction phase services based on what they hear back from the contractor. Amanda also gave an update on the land acquisition/easement process. Every tree that was in the LIDAR study was included in the inspection response to GDOT and that process can begin as soon as the resources are allocated. Phil Eberly added that the LIDAR study goes well beyond what is traditionally the RPZ (runway protection zone) and the corrections will begin with the RPZ and move out from there. D. Higgins asked if we were responsible for any of the crack sealing or other items listed in the inspection report now, or if everything can wait until the entire project is done? Amanda explained that it is better to go ahead and work on removing the mold from markings now if possible, and that the crack sealing can wait to be included in the grant-funded project. GDOT is aware of our upcoming projects that will fix the issues noted in the inspection report. D. Higgins asked Will if there was an update on the hangar project. Will said that the One Georgia grant application will be submitted this week. Alicia Vaughn will be presenting other financing options to the BOC in the coming weeks.

Airport Business Park Update: Mike Beecham gave the update. The last available pad in the business park, pad 10, is in the process of going under contract. The site will be rough-graded, and there will be excess dirt that could be used by the airport. Preliminary engineering has started on the Reed property and will be under construction soon. Ken asked how much grading will be needed for pad 10. Mike said they will need to remove a hill from the area that was formerly Windstream property.

Old Business: None

New Business: Consider/Approve Changing Meeting Schedule to 2nd Thursday of each month – Since the airport commission meetings are currently on the first Monday morning of the month, getting accurate financial reports is difficult or not possible. MOTION by D. Higgins, seconded by Andy Anderson, and voted unanimously to change the regular meetings to the second Thursday of each month, at 9am, beginning on May 11, 2023.

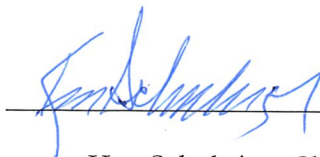
Other Reports: None

Public Comment: None

Adjournment:

The next meeting is Thursday, May 11, 2023 at 9am in the Executive Conference Room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA.

Motion by D. Higgins, seconded by Andy Anderson, and voted unanimously to adjourn the meeting at 9:17 a.m.



Ken Schubring, Chairman



Chris Limbach, Secretary