

Habersham County Airport Commission

Meeting Minutes

January 13, 2026 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 Tuesday, January 13, 2026, 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: D. Higgins, Lawrence Bridges, Spencer Carr, Andy Anderson, Justin Schapansky

Members Absent: None

Others Present: Tim Sims (Teams), Patti McLarty, Bill Harden, Josh Hall, Kiani Holden, Lead Edge Design Group, Bill Dillashaw, Members of the public

Call to Order: D. Higgins called the meeting to order at 9:00 am.

Invocation and Pledge: Spencer Carr gave the invocation and D Higgins led the Pledge of Allegiance.

Adoption of Agenda: Motion by Andy Anderson, seconded by Lawrence Bridges, and voted 5-0 to approve the agenda as presented.

Public Comment: Bill Dillashaw gave an update on Aviation Explorers. The group recently held elections for youth leadership positions of President, Vice-President, Treasurer, and Secretary. Bill's grandson was elected president. The Explorers have gained two new youth members and two new adult advisors. This year, there are 22 members, with about 2/3 attending most meetings. The organization is preparing for a pancake breakfast fundraiser and is exploring options for handling financial transactions such as using Square. Kiani Holden explained that since this is not a county function, the Scouts would need to manage their own funds, and the county would not be able to process payments or use apps like Venmo. Bill also mentioned they were looking into opening a separate checking account to manage fundraiser proceeds and reimbursements. Bill noted a balance of \$4,710 in their account and asked for clarification on the process of reimbursing parents. Kiani reiterated that any purchases must be submitted with a request form and receipts. Bill also shared that one student had been accepted into the U.S. Naval Academy Summer Program, while another had received a full aviation scholarship to the University of North Dakota. The Commission expressed support for the program's success.

Approval of Minutes: Motion by Spencer Carr, seconded by Andy Anderson, and voted 5-0 to approve the minutes of the November 18, 2025 regular meeting.

Financials: Kiani Holden presented the current financials dated December 31, 2025. December 2025 represents 50% of the fiscal year. Therefore, expenditures should be less than or equal to 50% of the FY2026 budget, while revenues should be at 50% at a minimum. Actual revenues collected were 36% of the total budgeted revenues, while operating expenditures were 36%. The bank balance as of December 31, 2025 was \$128,990. Today's balance is \$158,904. Kiani clarified that the capital project funds were not included in this total and are tracked separately.

Approval of Financials: Motion by Lawrence Bridges, seconded by Justin Schapansky, and voted 5-0 to approve the current financials dated December 31, 2025.

Reports:

Fuel Sales and Airport Revenues: In the month of December 2025, the airport sold 5,378 gallons of Low Lead fuel and 7,250 gallons of Jet Fuel. Fuel sales remained strong in December, especially considering the typically slower winter season. Higher flight school activity and good weather likely contributed to the increased numbers.

Additional revenues for the month of December were \$650 in facility fees, \$110 in overnight fees, and \$650 in call out fees, totaling \$1,410 in fees. \$165.89 of oil was sold. Current self-serve fuel prices for low lead are \$5.35 per gallon, and full-serve Low Lead is \$5.62 per gallon. Full-Serve Jet A is \$4.84 per gallon for full-serve.

Airport Manager Update: Airport Manager Bill Harden gave the update. The CAA application is on hold until after the airfield lighting project is completed. Bill reminded the board that once the CAA application has been approved, we won't be allowed to change our fees for CAA pilots for 3 years. A final mowing of the airport was done in December. A repair order for the Avgas pump and hose nozzle has been put in. Directional signs for Horizon Dreams have been ordered through Public Works. Notice of closure for the lighting system has been updated and posted. Public Works cleaned the fence line at Habersham Metal. Bill noted that tree and brush clearing was underway near Runway 2-4, although the terrain around the beaver pond remains challenging, and may take special equipment to clear. Air Methods has received a new fuel tank, so they won't be needing so many call outs. New locks for the hangars have been ordered, and there will be a master key kept by the airport manager. Only two tenants have turned in their hangar keys for inspection, despite requests. Several older hangars may have electrical and maintenance issues, and Bill emphasized the need to create a standard inspection and maintenance process. Commissioners discussed improving communication with tenants, possibly through a quarterly newsletter or updates posted online. Chairman Higgins stressed the importance of education and transparency so that tenants understand the purpose of inspections and policies.

Airport Update: Lead Edge Design Group – Phil Eberly gave an update on the lighting project. Phil reported that the lighting project is set to begin on February 2, 2026. The contractor is currently staging and doing prep work. The runway will be closed from February 16th through March 6th to allow for the installation of new LED runway, threshold, and taxiway lights, a new beacon, and updated signage. All wiring will be replaced with buried rubber-encased wiring. Phil explained that the old lighting equipment will be salvaged where possible and suggested that some parts, such as the base mounts, could be repurposed for displays or used by the Aviation Explorers. Phil suggested polling the current wait list customers to see what they are willing to pay monthly for a t-hangar and that would help us decide whether to build one set or two. Spencer Carr will work with Lead Edge on this item.

Note: Andy Anderson left the meeting at 9:35 a.m.

Old Business: None

New Business:

- Consider/Approve new tie-down lease agreements, application, and fee schedule – Jeff Strickland presented a draft of a tie-down lease agreement, application, and fee schedule. The proposal included a \$25 monthly fee and a one-time \$50 processing fee. The lease agreement would be month-to-month and require tenants to provide proof of insurance and use proper tie-down equipment. The Commission discussed whether the required \$1 million in liability coverage was excessive, as well as potential issues with tie-down materials like bungee cords or ratchet straps. Josh Hall noted that once the new hangars are constructed, many of the current tie-down spaces will be eliminated. MOTION by Spencer Carr, seconded by Lawrence Bridges, and voted 4-0 to table this item until a decision is made about new t-hangars.
- Consider/Approve GTIB loan application for hangar construction – The Commission considered applying for a low-interest infrastructure loan through the Georgia Transportation Infrastructure Bank (GTIB) to construct two new 10-unit T-hangars. However, the program restricts recipients from applying for FAA

discretionary grants for three years, and members expressed concerns about the lack of flexibility and long-term implications. MOTION by Spencer Carr, seconded by Justin Schapansky, and voted 4-0 not to pursue a GTIB loan at this time.

Other Reports: Spencer Carr raised concerns about vehicle access near the taxiway. Pilot John Seibert suggested that better signage was needed to prevent non-aircraft vehicles from entering active areas. Patti McLarty shared updates on quotes for the airport signs at Duncan Bridge Road and at the gate. Patti has gotten quotes from three vendors and is waiting for Tim Sims to review them and make a final decision. Justin Schapansky asked who manages the airport web page. Patti said that her office is currently working on improving the county website as well as the airport page specifically. Justin suggested the addition of payment portals, tenant information pages, and a space for future newsletters.

Next Meeting:

The next meeting is Monday, February 10, 2026, at 9 a.m. in the Executive Conference Room at the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA 30523.

Adjournment:

Motion by Spencer Carr, seconded by Lawrence Bridges, and voted 4-0 to adjourn the meeting at 10:42 a.m.



Chairman – D. Higgins



Secretary – Andy Anderson