



Minutes of Airport Authority Meeting

11 May, 2020

6:00PM

Attendees:

Dr. Randall Peters(C)
Cmr. James Dutton
Cmr. Truman Tinsley

Mr. Brett Lavender (VC)
Mr. Dennis Noll

Cmr. Bart Miller
Mr. Steven Wages

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. William Wilson (County Manager)
Ms. Katie Holmes (Croy Engineering)
Mr. Robert Mohl (Airport Director)

Mr. Kenny Smith (City Manager)
Mr. Kristopher Erwin (Croy Engineering)
Mr. Bob Stapleton (NGSA Project Manager)

- I. Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. Welcome New Authority Member:** County Commissioner James Dutton introduced to Authority Members & Staff
- III. Adopt Minutes:** Cmr. Truman Tinsley motioned to accept the minutes of the Authority meeting held on the 09 March, 2020. Mr. Steven Wages seconded. The minutes were approved (7-0).
- IV. Audience Comments:** None
- V. Report of Committees:**
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| a. Budget & Finance – No Report At This Time | e. Legal & Insurance – No Report At This Time |
| b. Personnel – No Report At This Time | f. Property & Assets – No Report At This Time |
| c. Marketing – No Report At This Time | g. Tenant Issues – No Report At This Time |
| d. Executive – No Report At This Time | h. Policies & Procedures – No Report At This Time |

VI. Old Business:

a. Project Manager, Construction NGSA, Update – Bob Stapleton:

1. Mr. Kris Erwin & Ms. Katie Holmes updated the Authority providing overview of Task Order 10 – ALP Update as well as on the status of Task Order Request reviews and other documents awaiting GDOT approval.
2. Mr. Stapleton reviewed the Project Tracker for the month ending 30 April 20 (see attached).
3. Mr. Stapleton provided a summary on expenditures (see attached) for the month of April 2020 and requested their approval. Mr. Brett Lavender motioned to approve the expenditures as presented. Mr. Dennis Noll seconded. The motion was approved (7-0).
4. Amendment #1 of Task Order 10 - ALP Update (see attached) was presented for approval. Amendment #1 reduces the overall cost of the ALP Update & Preliminary Design. Mr. Brett Lavender motioned to approve as presented. Mr. Steven Wages seconded. The motion was approved (7-0).

Items 5 & 6, Approval of Contracts with Georgia Power & Georgia Transmission Task Order 11, were tabled until a future date. Cmr. Bart Miller motioned to table items 5 & 6. Mr. Brett Lavender seconded. The motion was approved (7-0).

b. Airport Director, Current Airport Issues, 6A2: – Robert Mohl

1. FY 21 Budget Progress Update. AD updated the Authority on the status of the FY 21 Budget submission, AD stated that the budget request has progressed through City review, one capital request item was cut, (New Crew Car), the budget request will now be sent over to the County for review.

Airport Improvement Project Update (AIP-33) – Robert Mohl, AD: continued...

2. QT POD, Credit Card Reader Upgrade Project. AD reported that
3. AIP-33 Close Out. AD reported that AIP-33 Safety Improvement Project at existing 6A2, is fundamentally complete. We are still awaiting our flight check on the PAPI lights from FAA. Final checklist and payments have been made. We are awaiting 2 checks from GDOT for reimbursement.
4. Millennium Insurance Renewal. AD reported that the annual Professional Liability Insurance Policy survey & checklist has been completed & turned into Millennium Insurance. The annual quote will be on the 08 June agenda for approval.
5. New Airport Authority Website Update AD & PM updated the Authority on the slow progress and difficulty with managing the New Authority Website.
6. CARES Act Application. AD submitted for approval the application (see attached) to receive GDOT / FAA allotment of the CARES Act money provided to the State of Georgia for all its publically funded airports. 6A2's portion is \$30,000. A resolution will be sent to the Airport Sponsor (City of Griffin) indicating acceptance of the grant, to be followed by the actual contract. Ms. Stephanie Windham recommended, since this a reimbursement for funds already spent and there are no local funds required to match the grant, that the Authority approve the acceptance of the resolution / contract in advance so as not to delay the receiving of funds. Mr. Dennis Noll motioned to approve the recommendation to the City BOD of the acceptance of the contract, upon GDOT approval of the grant application, to accept the \$30,000 CARES Act funds. Cmr. Truman Tinsley seconded. The motion was approved (7-0).
7. Monthly Operations & Financial Report. AD provided overall monthly statistical report on operations, expenditures & revenues generated at 6A2 for month ending 30 April, 2020. Mr. Wages inquired as to the reasoning in fuel prices set for 6A2. AD provided 6A2 fuel price setting structure & methodology as well as his comparative analysis data base. AD stated that the fuel price will more than likely go down substantially dependent upon the cost of the fuel at the time of delivery. This methodology ensures not selling of fuel on hand for less than it was purchased.

c. Legal Issues Update - Ms. Stephanie Windham (Airport Authority Legal Counsel):

Ms. Windham reported on the closings of both the sale of the Kiwanis property to The Kiwanis Club of Griffin and the Walking Park to Spalding County. Ms. Windham presented checks in the amounts of \$369,285 from Kiwanis and \$217,460 from Spalding County (total - \$586,745) received at the closings.

VII. New Business: None

VIII. Authority Board Member Comments: None.

IX. Next Airport Authority Board Meeting: **08 June, 2020**
6PM
One Griffin Center

X. Adjournment: At 7:19 PM, the Chair called for a motion to adjourn. Cmr. Tinsley motioned to adjourn. Cmr. Miller seconded. The motion was unanimously approved, (7-0).

Respectfully Submitted:

Cmr. David Brock
Secretary / Treasurer,
Griffin-Spalding Airport Authority

Cc:
Griffin-Spalding Airport Authority
Kenny Smith, City Manager
William Wilson, County Manager