



**Minutes of
Airport Authority Meeting**

09 August, 2021

6:00PM

Attendees:

Dr. Randall Peters (C)
Mr. Dennis Noll
Mr. Louis Thacker

Mr. Steve Wages (V)
Mayor Doug Hollberg

Mr. Blake Locke
Cmr. James Dutton

Also in Attendance:

Ms. Stephanie Windham (Authority Legal Counsel)
Mr. Kris Erwin (Croy Engineering)
Mr. Bob Stapleton (NGSA Project Manager)

Mr. William Wilson
Mr. Robert Mohl (Airport Director)

- I. **Call to Order:** At 6:00 PM, with a quorum present, the Chairman, called the meeting to order.
- II. **Adopt Minutes:** **Mr. Dennis Noll** motioned to accept both the minutes of the Regular Authority Meeting held on the 12th of June and the minutes of the Special Called Meeting held on the 15th of July. **Mr. Steve Wages** seconded the motion. The minutes were approved (7-0).
- III. **Retirement Recognition & Support Award for Mr. William Wilson:** - The Authority Chairman, Dr. Randall Peters presented Mr. William Wilson (former County Manager for Spalding County) with an Airport 6A2 Logoed leather bomber jacket in recognition of over 20 years of service & support of the Griffin-Spalding County Airport.
- IV. **Report of Committees:**
 - a. **Budget & Finance** – No Report At This Time
 - b. **Personnel** – No Report At This Time
 - c. **Marketing** – See Attached Report
 - d. **Executive** – No Report At This Time
 - e. **Legal & Insurance** – No Report At This Time
 - f. **Property & Assets** – No Report At This Time
 - g. **Tenant Issues** – No Report At This Time
 - h. **Policies & Procedures** – No Report At This Time
- V. **Old Business:**
 - a. **Project Manager, Construction NGSA, Update – Bob Stapleton:**
 - 1. **Project Tracker & Expenditures:** PM reported on the work progress for the month ending 30 June & 31 July 2021. PM presented a summary on expenditures (see attached) requesting approval for payment. **Mr. Wages** motioned to approve the expenditures as presented. **Mr. Louis Thacker** seconded the motion. The motion was approved (7-0).
 - 2. **AIP-34 & NGSA Engineering Update:** Kris Erwin of Croy Engineering provided a briefing detailing the status of the NGSA Project; to include the 90% ALP Update & Utility Relocation here-to-date. Mr. Erwin provided the Scope & Fee Work Proposal for the Phase II Land & Easement Acquisition Services. The Chair provided historical context regarding the approval by GDOT of the Phase II Land Acquisition several months ago. It appears to have been missed by our Governmental Communications Liaison and was not transmitted as approved back to the Authority. Consequently there were some changes dictated by GDOT to include not allowing the Authority’s Legal Counsel, Ms. Windham, to act as a subcontractor to Croy for permitting and the like. GDOT deemed that to be a possible conflict of interest. **Mayor Doug Hollberg** motioned to approve the Scope & Fee Proposal for Phase II Land Acquisition Services as presented (pending GDOT approval). **Mr. Wages** seconded. The motion was approved (7-0). Mr. Erwin provided an overview briefing regarding the ALP Update Final Design. There was a short discussion regarding land remnants & the utility access road. Following, the Chair called for a motion on accepting the Final Design. **Cmr. James Dutton** motioned to approve as presented. **Mr. Wages** seconded. The motion was approved (7-0). Mr. Erwin briefed the Authority on the Scope & Fee Work Proposal for 6A2 Lease Analysis and Recommendations for NGSA Hangars. **Mayor Hollberg** motioned to approve the Scope & Fee Proposal as presented (pending GDOT Response). **Mr. Wages** seconded. The motion was approved (7-0).

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

1. AD briefed the Authority on the status of the CRRSAA application for 6A2's \$13,000. allocation.
2. AD informed the Authority that GDOT has alerted state airports can now apply for funding through the American Rescue Plan Act (ARPA). AD stated that he has completed & submitted the ARPA application in accordance with the allocation letter from GDOT. 6A2's allocation will be in the amount of \$32,000.
3. The 6A2 Monthly Operations & Statistical Reports for year ending 30 June 2021 (see attached).

c. Legal Issues Update - Ms. Stephanie Windham (Airport Authority Legal Counsel): None

VI. New Business:

- a. Legal Services Change for Phase II Land & Easement Acquisition Services:** Remove Ms. Windham as Subcontractor to Croy for land acquisition legal services. **Mayor Hollberg** motioned to remove as presented. **Mr. Wages** seconded. The motion was approved (6-0).
- b. Website Management Proposals:** PM informed the Authority that several proposals were received for the Management of the Airport Authority's Website. PM stated that the bids received were from full time companies and they all seemed a bit high. A discussion about widening the scope of potential "part-time" entities that may be in Griffin that could provide the requested services. It was agreed that the PM should re-advertise the RFP casting a wider net, for entities as discussed, the opportunity to apply. **Mayor Hollberg** motioned to re-advertise the RFP. **Mr. Wages** seconded. The motion was approved (7-0).
- c. Proposed Housing / Apartment Complex within Flight Surfaces of the NGSA:** Mr. Stapleton & Mr. Erwin presented graphics depicting a request made to Spalding County by developers to construct multiple housing structures potentially within / under the NGSA runway protection surfaces and / or within the corridor of the relocated GA Power / GA Transmission power lines. After detailed review & discussion it was determined that the most northern site (Mill Creek Estates) would be under NGSA approach surfaces & on the site of the preferred GA Power / GA Transmission Re-route of its main power lines. It is unanimously recommended to the County that that development effort be denied. The most southern site (Mill Creek Village) was determined would not directly impact the NGSA but the proximity of the airport would more than likely constitute a noise annoyance to the potential residents and is recommended to the County that the effort also be denied or highly discouraged. AD also reiterated that the Authority request the County to require the developer to complete FAA Form 7460-1 to get FAA determination.

VII. Closed Session:

- **Mr. Blake Locke** motioned to suspend the Regular Meeting and go into Closed Session (7:45PM). **Mr. Wages** seconded. The motion was approved. (7-0).
- **Mr. Wages** motioned to come out of Closed Session and resume the Regular Meeting. (8:35PM). **Cmr. Dutton** seconded. The motion was approved (7-0).
- No Action Items were voted upon. (See Attached Affidavit)

VIII. Authority Board Member Comments: Multiple congratulatory & appreciation sentiments expressed by the Board Members to Mr. Wilson for his service and support.

**IX. Next Airport Authority Board Meeting: 13 September, 2021
6PM
One Griffin Center**

X. Adjournment: At 8:41 PM, the Chair called for a motion to adjourn. **Mayor Hollberg** motioned to adjourn. **Mr. Wages** seconded the motion. The motion was unanimously approved, (6-0).

Respectfully Submitted:

Cmr. Truman Tinsley
Secretary / Treasurer,
Griffin-Spalding Airport Authority

Cc:
Griffin-Spalding Airport Authority
Ms. Jessica O'Conner, City Manager
Dr. Steve Ledbetter, County Manager