

HARRIS COUNTY AIRPORT COMMITTEE
August 11, 2016
10:00 AM

Members Present: Harry Lange, Bill Champion, Jim Woods, Nancy McMichael, Lynda Dawson, Amanda Hill, Jayson Johnston (late). Absent: Jack Mayfield. Also in attendance: Jim Trott, Mayor of Pine Mountain; Jimmy Carver, EMS Chief.

1. **CALL TO ORDER.** Mr. Lange called the meeting to order.
2. **MINUTES.** The motion to approve the minutes of July 14, 2016, was made by Mrs. Dawson, seconded by Mr. Champion, and passed unanimously.

3. **DISCUSSIONS**

A. **Status of Projects.** Amanda Hill was asked to review the various projects, as follows:

- (1) **Hangars.** BM&K finished their punch list; couple of things to monitor since they are under warranty for a year; floor repair agreement signed; floor work should be finished within 10 days
- (2) **Taxiway.** 99.9% complete; grass needed in some areas; hydroseeding has been done several times, and another method will be recommended.
- (3) **Access Road.** Waiting on the schedule for the access road and expects same by first of next week.
- (4) **East Apron Expansion & Parking Plan.** While the advance design work is about 50% complete, the soil & erosion permit is needed but can't be submitted until design work is 90% complete, which won't continue until the Commissioners approve same (this was tabled during the Commission meeting of August 2 pending financial info on the Airport); in the meantime, she is working on a plan to park 52+/- planes between hangars and off pavement using anchors, and she distributed a depiction of the plan. Mr. Lange said that he will be working on getting the revenue, expenses, and other figures regarding the Airport this week so that the Commissioner's can address same at their next meeting or the one following.
- (5) **Close-out Documents.** Should be ready to submit to GDOT by the 22nd.
- (6) **Meeting with GDOT.** Plans to meet with GDOT just to make sure they understand the short and long term plans for the Airport (due to personnel changes in GDOT).
- (7) **CIP.** Work has started on new CIP; should be before the Commissioners soon even though it doesn't have to be submitted until November.

B. **Telephones.** Mr. Champion said that AT&T was at the Airport this morning; main phone line down, but it has been reported.

C. **Taxiway Lights.** Mr. Champion said that the taxiway light has been repaired and all are functioning.

D. **Water Drainage Issues.** Ms. Hill said that grading is needed on the east end to take the water away from the taxiway; that a hydrology report may be needed for all the property; that plans are being drafted. Mr. Champion said that the water currently drains to Callaway's retention pond and then into a creek and into Mountain Creek; that the velocity of the water needs to be

reduced; that he does not want any detention/retention pond near the runway because water attracts wildlife which poses a danger to aircraft.

- E. **Fuel Truck**. Mr. Champion said that he has been talking to Shell about using a fuel truck for the week that the Aerocommander Flying Club is at the Airport, but the cost may not be feasible.
- F. **Tug**. Mr. Champion said that the Southern Company has a tug; that he has accepted same; that he does not know the condition of same; and if it can't be used, it can be disposed of.
- G. **Tie Downs & Parking Plan**. Mr. Champion said that tie downs are about \$20/set and he will need 35 sets; that they have to be used on the grass and not on the asphalt; that the Aerocommander Club does not want their planes inside the hangars but prefers them in the open all the time; that a cable system could be used; and that the parking plan may need to be changed. Mr. Champion was advised to contact Accounting to obtain a Purchase Order number to place the order.
- H. **Temporary Help (Aerocommander Club)**. Mr. Champion said that he may need two or more temporary people to assist for three or four days while the Aerocommander Club is at the Airport; that he will have Mr. Chestnut there but needs others. Jimmy Carver, EMS Director, said that he would make himself available to help, and Ms. Hill said that she would also be available.
- I. **Radios (Aerocommander Club)**. Mr. Champion said that he needs about 3 radios for communication during those 3 or 4 days. Mr. Carver said that he would be able to provide the radios.
- J. **TSA Visit**. Mr. Champion said that the TSA made a surprise visit yesterday and that everything is okay although there is concern about the open access of the Airport.
- K. **T-Hangars**. Mr. Champion reported that he rented out a hangar yesterday for a plane that is valued at approximately \$250,000.
- L. **Shell Upgrade**. Mr. Champion reported that everything is in, except for a couple of items; and that they are still waiting on the emergency spill kit to come in.
- M. **Fire Extinguisher**. Mr. Champion said that a 125-pound fire extinguisher is needed and that he has contacted Facilities Maintenance about same.
- N. **Emergency Spill Plan**. Mr. Champion said that both Shell and EPD need the emergency spill plan. He said he has talked to Ms. Hill about the plan, and she confirmed that it is being drafted.
- O. **Runway Markings**. Mr. Champion said that the runway markings need to be cleaned and that the County has until August 20 to do so. Ms. Hill said that the plan regarding the cleaning was due by that date, and it has been submitted, so we need to move forward with same. Discussion included that County personnel could possibly do the work.
- P. **Aerocommander Flying Club**. Mr. Champion said that the Aerocommander Club has 27 people signed up and is expecting about 20 more and reminded all that the club will be here the last week of September, with some arriving the 26th and departing by October 2 or 3.
- Q. **Open House**. Mr. Johnston confirmed the date for the Open House to be September 15. He will send Mrs. McMichael an email about tables and chairs.

R. **Donated Land**. Ms. Hill said that she has started the tabulation and description of property donated for the Airport; that she has information related to the 19, 4.8, and 39 acre parcels, but not the 25 acres donated during 2011; that without the 25 acres, the value is \$325,000 and with the 25 acres, she expected the value to increase to \$550,000; and that the County can use this value towards its local share of future FAA/GDOT grants.

4. **NEXT MEETING**. The next meeting will be Thursday, September 8, at 10:00 AM.
5. **ADJOURNMENT**. There being no further business to discuss, Mr. Lange adjourned the meeting.

Prepared by: Nancy D. McMichael, County Clerk

Minutes approved _____ by a vote of ____ to ____.