



Franklin-Hart County Airport Authority
P.O. Box 159
Carnesville, GA 30521

Franklin-Hart Airport Authority
Meeting Agenda
August 5, 2019

6:00 PM

18A FBO

6:00: Call to Order

• **Pledge of Allegiance**

• **Prayer**

• **Establishment of Quorum**

- **Present - Eddie Addison, Mike Ward, Kevin McCraney, Mark Brown, Asa Brown, George Bennett.**
- **Absent – Bill Flowers**

• **Approve Agenda**

Motion to approve by Mike Ward, seconded by George Bennett, Approved unanimously

• **Secretary's Report**

- Minutes July 8, 2019
 - Not available
- Recorded Minutes
- **Motion by George Bennett to use old method (written) of taking notes, seconded by Mark Brown, passed unanimously. The official Airport Authority Minutes will not be audio recorded due to the confusion created by the interpretation between the audio and written recordings of the notes.**

• **Treasurer's Report**

- Budget Update
 - Copies of budget (attached) distributed by Eddie Addison. Eddie met with Elaine and acquired updated budget. Variance of \$5,000 from loan on "Mon Brown" hanger. \$5,000 was placed in Operating Account.
 - 2019 fuel account close out (attached)

- Operating account (attached) discussion. This does not include what we owe Stratton and Croy.
- Fuel Monthly Dashboard - shows a net cash deficit of \$1,903.25 (attached). Will utilize dashboard to track fuel monthly. Motion by Mark Brown to accept and seconded by George Bennett to use dashboard going forward. Approved unanimously.
- Grant Local Match
 - Runway rehab - We are in the hole on our match according to Chairman Addison. \$100K will come from SPLOST if we are forward funded by Franklin County. Most of \$100K will be needed to pay the match. Phase 2 is 100% funded. Phase 3 will require matching funds for engineering. Meeting with Franklin County on August 27 to make funding proposal. Hart County REACH Foundation is willing to pass through funds for airport authority per discussion with Jay Floyd, Hart BOE Superintendent. Other avenues are also being pursued.
- Airport Credit Card, Single User
 - Proposal by Eddie Addison for credit card to be used for airport authority expenses. Motion by George Bennett, seconded by Mark Brown. Passed unanimously. Set \$500 per transaction limit. Any amount exceeding \$500 will require authority approval. Motion by Bud, seconded by George, passed unanimously.
- Certified Audit
 - Chairman Addison discussed the need for an audit of the authority's finances. \$500K is the threshold for a full audit. We came close but have not reached that threshold. Bud Brown asked for a "letter of agreed upon" versus audit. Tabled item until Eddie Addison can investigate.
 - Rushton- \$5K for full audit
 - Jay Green - \$3K for full audit
 - Discussed bookkeeping by another service. Less expensive options other than Franklin County may be available.
- **Unfinished Business**
- Beacon Update
 - Mike Ward - included in phase 3 project. Don't know timeline yet. Working on wire to get beacon back in service where it lies now. Need to locate cut in cable.
- Parallel Taxiway Update
 - EPD Discussion - meeting with them tomorrow to address concerns. They want grass but have not had enough rain. Will have to approve before we can go to phase 2.
 - Stratton Payment
 - Lime Payment
 - Waiver of Liquidated Damages - not holding Stratton accountable for the \$500 per day for 25 days due to rain. Was not contractor's fault. Too muddy for them to work.
 - Phase II Asphalt-ReBid

- Reason for Re-Bid
- Bid Opens 9:00 Aug. 14 2019
- Runway Rehabilitation
 - Bid Opens 9:00 AM -Aug. 9, 2019
 - Carnesville Commissioners Office
- **Maintenance List Update**
 - List from Bud Brown is being worked on. Several items have been repaired and parts purchased. Inquiry as to when the cars were serviced. Listed on windshields. Mike discussed the need for some trees to be removed that may not be an issue. Frank Meyer, GaDOT, may be able to help with funding if we move concrete barriers.
- **Committee Discussions**
 - Motion by Mike Ward and seconded by Mark Brown to dissolve budget committee. Passed unanimously.
 - Motion by Mark Brown and George Bennett to dissolve issues committee. Four votes in favor, one opposed.
 - Discussion on what constitutes a legal meeting, concerns from Bud Brown. Discussion if phase 1 taxiway project was approved by full authority. Mike Ward and George Bennett state that this project did not come before the Airport Authority for a vote. Minutes are not available to show where phase 1 grant was approved.
- **Hangar Disposition**
 - Discussion around the way hangar waiting list has been handled in the past. Need for consistency will be addressed. Some leases are “at will”.
 - Cook outstanding Monies
 - Owes two months’ rent. They are out of the hangar but still owe the monies.
 - If they fail to pay, Airport Authority will issue a Notice to Owner. If this fails a Lien will be placed on their plane , per the contract.
 - Hangar List - Eddie made recommendation to allow Mark Brown and Mike Ward to manage the hangar list and come up with a policy. Motion made by Kevin McCraney, seconded by George Bennett. Passed unanimously.
 - Mark Brown and Mike Ward to Manage the Hangar List.
 - Mathison Discussion
 - Request that Bud Brown had was read to group. Mark Brown talked to them last week. They want the hangar and will put 5 aircraft in the hangar. Motion to approve lease by Mike Ward, seconded by Mark Brown. Passed unanimously.
 - Mathison’s to lease Executive Hangar A.
- **SPLOST Forward Funding**
 - Beth Thomas Letter - Eddie has written letter to Beth requesting forward funding from Franklin County SPLOST. This will allow us to pay matching grant on phase 1. We believe this will pass.

• **Ratification of Minutes - Chairman Addison issued a resolution to ratify the previous minutes of meetings prior to his term as chair. This excludes grants, all financials and loan approvals from these previous meetings. Motion by Mike Ward to approve, seconded by Mark Brown, approved unanimously. The reason for Ratification: All Meetings prior to Mike Ward hosting the June Meetings were illegal meeting and did not capitulate to the Open Meetings Act and prescribed in the By-Laws.**

- Grants - can't ratify since it was not approved in an authority meeting. The grant was executed by Harris Little without Airport Authority knowledge/approval.
 - Loans - \$50K was authorized for hangar approval, hangar purchase was \$45K and \$5K of loan was placed in the operating account. Airport Authority approved up to \$50K for hangar purchase. Nothing was mentioned about borrowing and extra \$5K.
 - Update from Mike Ward on GaDOT meeting. DOT will cleanup end of runway with the authority paying a 25% match. The authority can change engineering firms if we find a better deal. Consultants must be paid with 15 days of approval. Wildlife study and soil sampling will have to be done per DNR.
- **NEW BUSINESS**
- **Request from Franklin Chamber - Annual Chamber Dinner on October 3. Motion to approve by Kevin McCraney, seconded by George Bennett. Approved unanimously.**
- **Close - adjourned at 7:41 PM**