



Glynn County Airport Commission

MINUTES

GLYNN COUNTY AIRPORT COMMISSION

September 21, 2021

COMMISSIONERS PRESENT

CEDRIC KING, Chairman
DOUG HUTSON, Vice Chairman – via phone
AL MCKINNON, Secretary- Treasurer
JEFF CULWELL
DAVID FURNISH

STAFF PRESENT

ROBERT BURR
HILLARY STRINGFELLOW
REES SUMERFORD
VERNON BESSING
SHAWNA WILLIAMS
TERRA WINSLETT
JOHN DUNCAN
KATHERINE KISSLING
TIFFANY LANDRY
LEIGH NEWTON
CHARLES NORMAN
CRAIG PACE

OTHERS PRESENT

BRAD WENTE
MICHAEL HALL
LARRY WADE
RICH VAN IDERSTYNE

BRIAN THOMPSON
BRAD NEWELL
MARTY CRABTREE

BRIAN JUSTICE
BRAD PIAZZA
BEAU DART

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, September 21 2021, at the Brunswick Golden Isles Airport, 295 Aviation Parkway, Second Floor Conference Room, Brunswick GA 31525.**

Call to Order – The meeting was called to order at 9:00 a.m. by Chairman King.

Invocation/Pledge of Allegiance – Chairman King welcomed everyone to the meeting. Commissioner McKinnon offered the invocation and led the Pledge of Allegiance. Commissioner King acknowledged that Commissioner Doug Hutson was participating by phone.

Accept Agenda

The meeting agenda was sent out to the Airport Commissioners the previous week. Chairman King requested any changes to the meeting agenda. None were stated.

Commissioner Culwell made a motion to accept the agenda.

Commissioner Furnish seconded the motion and it carried unanimously: 5-0.

Pilot Recognition – Brad Newell – Commercial Pilot Plaque Presentation – Commissioner Culwell presented a commemorative plaque to Brad Newell to recognize his accomplishment of completing his Commercial Pilot certification at the St. Simons Island Airport. His flight instructor, Rich Van Iderstyn, thanked the Airport Commissioners for the pilot recognition program. The students appreciate the plaque, the newspaper articles, and the recognition. Brad Newell thanked the Commissioners for the recognition ceremony. He plans to begin charter corporate flying in the next year. Chairman King thanked him and Rich Van Iderstyn for coming to meeting.

Public Comment

Commissioner King requested any public comments from the audience. Commissioner Culwell announced that Winn Baker passed away on Saturday, September 18, 2021. He was born August 10, 1936. He was a long-time pilot in the community and a member of the Georgia Aviation Hall of Fame. Visitation will be Thursday, September 23, 2021 at 12:30 – 2:00 p.m. at Edo Miller and Sons Funeral Home. A graveside service will follow at Palmetto Cemetery at 2:30. A Celebration of life at Winn Baker's aircraft hangar: 144 Sam Baker Lane at the Brunswick Golden Isles Airport at 3:30.

Approval of Minutes

Chairman King addressed the July 20, 2021, Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

Commissioner McKinnon made a motion to accept the July 20, 2021, Glynn County Airport Commission meeting minutes.

Commissioner Furnish seconded the motion and it carried: 4-0. Commissioner Culwell abstained due to his absence from the meeting.

Financial Item – Shawna Williams, Airport Finance and Administration Manager

State and Local Fiscal Recovery Fund Grant (SLFRF) - The Airport Commission is currently seeking grant funds in the amount of \$1,016,559 to upgrade, repair, and enhance the HVAC system in the Brunswick Golden Isles Airport terminal building. The enhancements to the system will mitigate the spread of the COVID-19 virus, protecting passengers, greeters, employees, and the general public using the terminal. Staff will be

submitting an application in October to the State to obtain State Fiscal Recovery Funds. Activities included in the project are installation of ultraviolet technology to kill and eliminate airborne viruses, germs, and bacteria, replacement of chillers and coils, cleaning the entire duct system, and sanitization of the areas and equipment.

Budget Amendment

Gulfstream roof repairs – The Airport Commission is responsible for maintenance of structural items on the original Gulfstream leased property. On September 1, 2021 Gulfstream advised Commission staff that some roof leaks proposed significant safety problems in Hangars A, B and C. The roof deck had absorbed water and partially collapsed. The area of the roof with damage poses risks to planes in the hangar and to employees. An emergency purchase is underway by Gulfstream to repair these sections. Since the lease requires that the structural integrity of the hangar is the responsibility of the Airport Commission, Gulfstream would like to be reimbursed for the emergency repair costs. Staff is working on contracting additional work which needs to be completed to provide a safe structure for the tenant. Staff proposes that emergency work be completed and that funds not to exceed \$303,000 be transferred from capital reserves to the capital budget for FY21-22.

Taxiway depression repairs on Taxiway Alpha 4 at St. Simons Island Airport– On September 5, 2021 the Commission staff were notified of a depression in the pavement on Taxiway Alpha 4 at St. Simons Airport. It was determined that an existing drainage pipe under the taxiway has collapsed. Estimated cost to repair and replace the infrastructure is approximately \$47,000. Staff recommends that emergency work be completed, and funds be transferred from capital reserves to the capital budget for FY21-22. The taxiway is currently closed.

Recommendation: Approve adjustments to the designated accounts to adjust the capital budget and capital expenditures not to exceed \$350,000 and authorize the Executive Director to execute emergency repairs and budget amendment for Gulfstream roof repairs and the taxiway depression repairs to Taxiway Alpha 4 at St. Simons Island Airport upon final approval by the Development Authority.

Commissioner Culwell made a motion to approve the recommendation.
Commissioner McKinnon seconded the motion and it carried Unanimously: 5-0.

Real Estate & Marketing

Request from Brian Justice to assign Tasteful Temptations sublease to Airport DJMP, LLC, a Georgia Limited Liability Company. The assignment would transfer ownership with the understanding the new sublessee will abide by all terms of the current sublease. The practice of the Airport Commission has been to allow such assignments provided the use is consistent with the airports' land use policies. This assignment would meet those criteria. Partners in the venture are Donald A.R. ("beau") Dart, H. Bradford Piazza, Thomas P. McGraw, Jr., and Brian Justice.

Recommendation: Approve the assignment of the Tasteful Temptations sublease to Airport DJMP, LLC, a Georgia Limited Liability company.

Commissioner Culwell made a motion to approve the recommendation.
Commissioner McKinnon seconded the motion and it carried unanimously: 5-0.

Capital Projects – Vernon Bessing, Airport Facilities and Operations Manager

Compass Calibration Pad and Access Taxilane Update – Brunswick Golden Isles Airport - The concrete pad is complete. Seaboard Construction is working on laying the base down for the taxiway. Electrical will be installed for the new lighting. The project is anticipated to be completed in late October.

Parking Lot Expansion and Signage Project Update – Brunswick Golden Isles Airport - The parking lot is complete. Signs are scheduled to be installed this week. The other portion of the project is a change order for the fence on the north side of the airfield. The contractor will provide a price for the new fence.

Brunswick Golden Isles Airport Aircraft Apron Lighting– The new apron around Manning Aviation was very dark. Georgia Power recently installed five light poles with dual light heads to improve the illumination at night. Manning Aviation is very appreciative of this improvement.

Chairman's Item

Nominating Committee for Airport Commissioner Vacancy - Commissioner McKinnon's term will end December 31, 2021. An advertisement is running in the Brunswick News to request letters of interest and resumes for this position. The application deadline is October 11, 2021. The committee will be composed of Al McKinnon and Doug Hutson. No applications for the vacancy have been received by the Airport Commission as of this date.

Georgia Airports Association Annual Conference Attendance Approval for Airport Commissioners

Georgia Airports Association (GAA) Annual Conference will be held at the King & Prince Resort on St. Simons Island September 29, 30 and October 1. Participating Airport Commissioners require Commission approval for conference expenditures.

Recommendation: Approve conference registration fees and associated expenditures for Airport Commissioners to attend the GAA annual conference.

Commissioner Culwell made a motion to approve the recommendation. Commissioner Furnish seconded the motion and it carried unanimously: 5-0.

Executive Director Items

Georgia Airports Association - Senate Resolution 84 – Airport Infrastructure and Improvements Joint Study Committee Update – Executive Director Robert Burr serves on the legislative study committee as President of the Georgia Airports Association (GAA). The committee had the first hearing in Atlanta. Larry Wade of Golden Isles Aviation and Commissioner Jeff Culwell attended. Speakers included Carol Comer, Georgia Department of Transportation, Georgia Chamber of Commerce, and the Mayor of Douglas. The next session will be at St. Simons Island Airport in the Museum Hangar next Tuesday at 2:00. The state legislators will be here, and some will be attending the GAA conference. The aviation community is invited to attend.

Coastal Georgia Honor Flight Rescheduled from October 2, 2021 to May 7, 2022 – With the resurgence of COVID-19, the Coastal Georgia Honor Flight has been postponed to May 7, 2022 at the Brunswick Golden Isles Airport.

Enplanement Report and Current Activity – Brunswick Golden Isles Airport – August 2021

August 2021 compared to August 2019 – Traffic is down 2.74%. August 2021 compared to August 2020 – Traffic is up 157%. The Brunswick traffic report was compared to a chart displaying figures for national enplanements in 2019, 2020 and 2021. The Brunswick Golden Isles Airport (BQK) has more enplanements than the national average. Commissioner Hutson asked if Delta is planning to expand service at BQK. Rob Burr explained that Delta had to cut equipment and pilots last year. Delta was able to completely meet their summer schedule at BQK. Delta staff are very familiar with the enplanement numbers at BQK. Delta has entered a strong recruiting phase, but it will take time to bring on new pilots. Delta is not committed to expand service at this time. They have a system-wide shortage. Over the summer, all the BQK flights were mostly full. The morning flight time this month has been changed to 7:59 a.m. based on crew availability. Our Delta planner is coming to the GAA conference and will be featured as a speaker.

Upcoming Events

- **Georgia Legislative Study Committee Hearing – Tuesday, September 28, 2021 – St. Simons Island Airport in the Museum Hangar**
- **Georgia Airports Association Annual Conference – September 29 – October 1, 2021 – St. Simons Island – King & Prince Beach and Golf Resort**
- **Airport Commission Meeting – Tuesday, October 19, 2021, at 9:00 a.m.**
- **RSM Golf Classic – November 15 – 21, 2021**
- **Coastal Georgia Honor Flight – May 7, 2022**

Executive Session

- **Real Estate**
- **Personnel**

Real Estate and Personnel Items as allowed by O.C.G.A. §50-14-3(b)(1)(B).

**At 9:24 a.m. a.m. Commissioner Culwell made a motion to enter Executive Session
Commissioner McKinnon seconded the motion and it carried: 5-0.**

Return to Open Session

**Commissioner Culwell made a motion to return to Open Session.
Commissioner Furnish seconded the motions and it carried unanimously 5-0.**

Open Session resumed at 9:58 a.m.

Adjournment

Commissioner Culwell made a motion to adjourn.

Commissioner McKinnon seconded the motion and it carried unanimously: 5-0.

The meeting was adjourned at 10:02 a.m.



Cedric King, Chairman

Doug Hutson, Vice-Chairman

Katherine Kissling, Attest

AFFIDAVIT – CLOSED MEETING

AFFIDAVIT AS REQUIRED UNDER O.C.G.A. §50-14-4(b) (1)

GLYNN COUNTY, GEORGIA

Personally appeared before me the undersigned attesting officer, duly authorized to administer oaths, **Cedric King** who, after being duly sworn, deposes and, on oath, states the following:


- (1) I was the Chairman of a meeting of the Glynn County Airport Commission meeting held on the 21st day of September 2021.
- (2) The subject matter of the closed portion of the meeting, which was closed for purpose of the discussion of Real Estate matters and Personnel matters as allowed under O.C.G.A. §50-14-3(b)(1)(B) and O.C.G.A. §50-14-3(b)(2) was devoted to matters within these exceptions as provided by law.
- (3) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) (1) that such an affidavit be executed.

This 21st day of September, 2021.

Sworn to and subscribed before me
this 21st day of September, 2021.



Cedric King, Chairman



Notary Public
My Commission Expires: June 16, 2025

NOTARIAL SEAL

