



*Glynn County Airport Commission*

**MINUTES  
GLYNN COUNTY AIRPORT COMMISSION  
October 19, 2021**

**COMMISSIONERS PRESENT**

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

**STAFF PRESENT**

**ROBERT BURR  
HILLARY STRINGFELLOW  
VERNON BESSING  
SHAWNA WILLIAMS  
TERRA WINSLETT  
KATHERINE KISSLING  
TIFFANY LANDRY  
LEIGH NEWTON  
CHARLES NORMAN**

**OTHERS PRESENT**

**JENNA BRYSON  
MICHAEL HALL  
LARRY CORNELIUS  
SHERRI PRUITT**

**ED STRICKLAND  
JERRY LATVALA  
STEVEN ANDERSON  
JOHN KYLE ALLEN**

**HUGH WEAVER  
CAITLIN CASTO ROYALS  
TRINA DAVIS  
GLYNN COUNTY COMMISSIONER  
WAYNE NEAL**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, October 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. He welcomed everyone to the meeting.

**Invocation/Pledge of Allegiance** – Chairman King offered the invocation and led the Pledge of Allegiance. He acknowledged that Commissioner Al McKinnon 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. Executive Director Robert Burr asked to add item C to the Executive Director section of the agenda: Update and meeting with the National Weather Service regarding the Automated Surface Observing Systems (ASOS) at the St. Simons Island Airport.

**Commissioner Furnish made a motion to accept the amended agenda.**

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

### **Public Comment**

Commissioner King requested any public comments from the audience.

Trina Davis requested to speak about noise at the St. Simons Island Airport (KSSI).

Trina Davis, a long-time resident of St. Simons Island who lives close to the airport asked questions about noise, volume of air traffic and training flights at the St. Simons Island Airport. Executive Director Robert Burr and the Commissioners responded to her questions. The Executive Director offered to meet with Ms. Davis to answer any additional questions. Chairman King thanked Ms. Davis for her comments. She thanked the Commissioners for providing the information she requested.

### **Approval of Minutes**

Chairman King addressed the September 21, 2021 Airport Commission meeting minutes and asked for any corrections or changes. None were stated.

**Commissioner Culwell made a motion to accept the September 21, 2021, Glynn County Airport Commission meeting minutes.**

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

### **Real Estate & Marketing**

**S & K Air, LLC Sublease Amendment– St. Simons Island Airport** - Sam Hollis has requested to add an external storage area to his hangar. The request will require additional property and an associated rental rate adjustment. The square footage for the parcel will increase to total approximately 7,151 and the rental rate will adjust to total \$2,702.31 annually/\$225.19 monthly. All other original terms of the sublease will remain the same.

**Recommendation: Approve an Amendment to the S & K Air, LLC Sublease, subject to legal review.**

**Commissioner Hutson made a motion to approve the recommendation.**

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

### **Happy Hangars Condominium Association Unit #B-8 transfer from Ed Strickland to Zack Hinton**

**Hangar Transfer – St. Simons Island Airport** – Mr. Ed Strickland requested to assign Happy Hangar Unit #B-8 to Mr. Zack Hinton. The Glynn County Airport Commission provided the Executive Director the authorization to complete internal aeronautical association hangar unit transfers at the time of the sale. The authorization is limited to aeronautical use and the hangar association being in good standing. This request meets those requirements and is thereby approved by the Executive Director. In compliance with the Executive Director's authorization to approve this transfer, this is an informational item for the Airport Commission.

**Island Aviation Detailing LLC Sublease Assignment – St. Simons Island Airport** – Mr. Selvin Lewis has requested to assign his Island Aviation Detailing LLC Sublease to 100 Happy Hangars, LLC (Michael Lamb and Jorge Flores). 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. The assignment is subject to legal and financial review.

**Recommendation: Approve the Assignment of Island Aviation Detailing Sublease to 100 Happy Hangars, LLC, subject to legal and financial review.**

**Commissioner Culwell made a motion to approve the recommendation.**

**Commissioner Hutson seconded the motion and it carried: 4-0. Commissioner McKinnon abstained.**

**Happy Hangars Unit #B-7 Update – St. Simons Island Airport** – Mr. Anderson has been advised that this hangar has not been in compliance with the Airport Commission hangar use policy for at least the past two years. Currently the hangar is vacant. Mr. Anderson stated he is working with a local pilot on an agreement for a hangar transfer. The potential sublessee stated that he does not currently have an aircraft, however he intends to purchase an airplane and use the hangar for airplane storage. Airport Commission staff reminded the current and potential lessee that they are bound by state and federal regulations that must be adhered to or airport funding could be jeopardized. Currently the Airport commission's agreement is with the Happy Hangars Association therefore one hangar out of compliance affects all the hangars in the condominium association. The potential transferee stated that he is actively seeking an airplane for the hangar. Pending a transfer, the hangar should be vacant pending the storage of an aircraft.

**Commissioner Culwell made a motion to authorize the Executive Director to continue discussions with Mr. Anderson and potential acquirers of that unit and to report back to the Commissioners at the next Commission meeting.**

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

**Tipsy McFly's Café Concession Agreement- Extension of Options** – The Tipsy McFly's Concession agreement term is for one year with two annual options. Tipsy's is completing renovations and equipment purchases as a provision of the agreement. Due to the financial expenditures and the length of loan, they have requested two additional annual options. Airport staff has the authority to approve short term annual agreements. Staff has revised and executed the new Concession Agreement to provide efficiency for Tipsy McFly's construction and purchasing efforts. The current agreement will be in place until the revised agreement begins on November 1<sup>st</sup> reflecting four annual options. All other terms of the agreement will remain the same.

**Recommendation: Approve Tipsy McFly's Concession agreement to include two additional annual renewals subject to legal review**

**Commissioner Culwell made a motion to accept the recommendation.  
Commissioner Hutson seconded the motion and it carried unanimously: 5-0.**

### Capital Projects

**Compass Calibration Pad and Access Taxilane Update – Brunswick Golden Isles Airport** - Vernon Bessing provided an update on the constructions of the compass calibration pad and access taxilane. The concrete is complete. The asphalt mix design did not meet specifications. The asphalt had to be removed and will be replaced. The new mix design must be approved before the asphalt can be laid down. Seaboard Construction is waiting for the approval of the mix design. This also affects the emergency repair on Alpha 4 at the St. Simons Island Airport.

**Taxiway Alpha 4 Emergency Repair – St. Simons Island Airport** – A corrugated metal pipe had collapsed under Taxiway Alpha 4 which created a dip in the pavement. The damaged drainage pipe has been replaced. Once the mix design is approved, Seaboard Construction will pave Taxiway A-4 first, so Alpha 4 can be re-opened. Commissioner Culwell commented that this is creating operational problems.

**Parking Lot Expansion and Signage Project Update – Brunswick Golden Isles Airport** - The parking lot is complete. New signs have been installed. The fence extension portion of the project has been delayed. The contractor has had to reschedule the installation.

**Airport Commission Nominating Committee** – Four applicants submitted letters of interest: Eddie Esserman, Myrna Scott Amos, Virginia Jackson, Edward Farley. Candidates will be interviewed Thursday, October 21 starting at 8:30 a.m. This will be a public meeting at the Brunswick Golden Isles Airport.

### Glynn County Airport Commission GCAC Meeting Schedule for 2022

**Recommendation: Approve the proposed 2022 Airport Commission meeting schedule.**

**Commissioner Furnish made a motion to approve the 2022 meeting schedule.  
Commissioner Hutson seconded the motion and it carried unanimously: 5-0.**

### Executive Director Items

**Georgia Legislature Airport Infrastructure and Improvements Joint Study Committee Update** – Two hearings have concluded. The second meeting was held just prior to the Georgia Airports Association conference at St. Simons Island Airport Museum Hangar. Larry Wade hosted the meeting. Both the Senate and House members are serving on this joint study committee. The third meeting will be October 29h in Atlanta. Speakers are being arranged. The fourth meeting is anticipated to be held in Jackson County. The outcome of these meetings is a recommendation for legislation to enhance investment into Georgia airports. The needs have been identified. A robust program is needed.

**Georgia Airport Association Annual Conference Report** – Airport Commission staff hosted this even at the King & Price Resort on St. Simons Island. The Executive Director thanked the staff for the hard work to host a successful conference. All the feedback from the participants was very positive. There were close to 300

participants. Chairman King thanked the Airport Commissioners for their attendance and participation on the panels. He thanked the staff for a great effort.

**National Weather Service Maintenance of ASOS at St. Simons Island Airport** – The National Weather Service is having difficulty maintaining the ASOS equipment at the St. Simons Island Airport. This equipment monitors and reports the current weather conditions which are essential to aircraft operations. Pilots are required to obtain weather reports before they depart for any destination. At Brunswick Golden Isles Airport staff maintains an AWOS system which is owned by the airport. The system at the St. Simons Island Airport is a federal ASOS system which is maintained by the National Weather Service for the Federal Aviation Administration (FAA). There have been many reported equipment outages recently. Pilots report the outages. Today airport staff have a call with the management of National Weather Service to further discuss the matter and potential resolutions. This meeting will be a Zoom call today at 1:00 p.m. Commissioner Culwell will participate in the call. Pilots have a legal requirement to have at least reported minimums before they can legally land at an airport. If this weather system is down, they have to depend on Brunswick weather. Wind information has not been reported correctly. The system has been going down more often recently. Commissioner Culwell invited pilots to attend the meeting in the Brunswick Golden Isles Airport conference room.

#### **Enplanement Report and Current Activity – Brunswick Golden Isles Airport – September 2021**

- September 2021 compared to September 2019 – Traffic is up 22.22%.
- September 2021 compared to September 2020 Traffic is up 135.12%. Demand is strong at the Brunswick Golden Isles Airport.

#### **Upcoming Events**

- **Airport Commission Meeting – Tuesday, November 16, 2021 at 9:00 a.m.**
- **Legislative Study Committee – Atlanta – October 29, 2021**
- **Nominating Committee Meeting October 21, 2021**
- **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) and 50-14-3(b)(2).*

**Commissioner Culwell made a motion to enter into Executive Session at 9:51 a.m.  
Commission Hutson seconded the motion and it carried unanimously: 5:0.**

#### **Return to Open Session**

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

**Open Session resumed at 10:39 a.m.**

**Commissioner Hutson made amotion to adjourn.  
Commissioner Culwell seconded the motion and it carried unanimously: 5-0.**

**The meeting was adjourned at 10:40 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 19<sup>th</sup> day of October 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 19<sup>th</sup> day of October, 2021.

Sworn to and subscribed before me

this 19<sup>th</sup> day of October, 2021.

  
\_\_\_\_\_  
Cedric King, Chairman

  
\_\_\_\_\_  
Notary Public

My Commission Expires: June 16, 2025

NOTARIAL SEAL

