



Glynn County Airport Commission

**MINUTES
GLYNN COUNTY AIRPORT COMMISSION
December 20, 2022**

COMMISSIONERS PRESENT

**CEDRIC KING, Chairman
DOUG HUTSON, Vice Chairman
ED FARLEY, Secretary – Treasurer
JEFF CULWELL
DAVID FURNISH**

STAFF PRESENT

**ROBERT BURR
HILLARY STRINGFELLOW
REES SUMERFORD
SHAWNA WILLIAMS
TERRA WINSLETT
JOHN DUNCAN
KATHERINE KISSLING
TIFFANY LANDRY
LEIGH NEWTON
ANGELO NORFLEET
CRAIG PACE
MIKE WILLIAMS**

OTHERS PRESENT

**JERRY LATVALA
BRIAN THOMPSON
BRIAN MOONEY
COUNTY COMMISISONER BILL
BRUNSON
HUGH WEAVER**

**MELISSA PHILLIPS
SOMMER WHITLOW
ANDY LEANZA
RENN GRUBER**

**BOBBY PALM
WYATT WITLOW
LARRY WADE
SHARON COURSON**

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **11:00 a.m. on Tuesday, December 20, 2022, at the Glynn County Airport Commission St. Simons Annex, 160 Gary L. Moore Court, St Simons Island, GA 31522.**

Call to Order – The meeting was called to order at 11:00 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.

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

Public Comment

Commissioner King invited public comments from the audience. None were requested.

Approval of Minutes

Chairman King presented the October 18, 2022 Airport Commission meeting minutes for approval and asked for any corrections or changes. None were stated.

**Commissioner Farley made a motion to approve the October 18, 2022 meeting minutes.
Commissioner Culwell seconded the motion and it carried unanimously: 5-0.**

Financial Item – Shawna Williams – Finance and Administration Manager

Audit Update – Staff has been working through the Governmental Accounting Standards Board (GASB) 87 pronouncement and is making final entries. The final report will be ready in January. An Audit Committee meeting will be scheduled.

Capital Projects Update

Georgia Department of Transportation (GDOT) Grant #AP023-9052-67(127) has been approved by Glynn County in the amount of \$375,375 to Conduct an Environmental Assessment for Runway 4-22 Safety Area Improvements and Hangar Development Project (#218) at the St. Simons Island Airport

Recommendation: Authorize the Executive Director to execute all necessary documents for the Environmental Assessment for Runway 4-22 Safety Area Improvements and Hangar Development project at the St. Simons Island Airport.

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

Airfield Pavement Rehabilitation (Project 191) – Brunswick Golden Isles Airport - Quality issues are being resolved with the contractor. There are a few outstanding items. An inspection will be conducted this afternoon. Previous work was done at night so that the tenants would not be affected.

LiDAR (Light Detection and Ranging) Scanning – Brunswick Golden Isles Airport – When the FAA annual inspection was conducted, the inspector emphasized the safety areas which are required to be in a certain condition in the event that an aircraft overruns the pavement. The inspector is requiring that we prove specific standards are maintained. Surveyors will utilize LiDAR to ensure that the grade is correct.

Mower Decks Purchase – Brunswick Golden Isles Airport and St. Simons Island Airport – New mower decks were purchased to maintain the airfield and safety areas of the airports.

Glynn County SPLOST Project Update – Brunswick Golden Isles Airport and St. Simons Island Airport

Extend North Taxiway & Apron Development (Project #183) -Brunswick Golden Isles Airport – The first phase has been previously completed which constructed the apron next to Stambaugh Aviation. With the recently approved SPLOST fund, the phase of extending the taxiway will be progressing.

Design ARFF Facility Station Evaluation and Replacement (Project #185) – This is a dual use fire station. FAA funds and SPLOST funds will be used for approximately 50% of the project to construct a new facility.

Skylane Development Infrastructure Environmental and Design – St. Simons Island Airport (Project #215) Glynn County SPLOST funds will cover the local share component of the airfield safety improvements.

Pilot Recognition

Wyatt Witlow – Trained with Brian Mooney at Savannah Aviation – St. Simons Island Airport - Private Pilot – Single Engine Land. Commissioner Culwell and County Commissioner Bill Brunson presented Wyatt Witlow with a pilot recognition plaque. The Airport Commissioners and staff congratulated him. His flight instructor, Brian Mooney explained that Wyatt was 17 when he received his private pilot certification. He has started working on his instrument rating.

Tyler Parks – Trained with Brian Mooney at Savannah Aviation – at the St. Simons Island to earn his Private Pilot – Single Engine Land certificate.

Executive Director's Items

Aviation Career Day – March 4, 2023 Brunswick Golden Isles Airport – Monthly planning meetings are underway with staff and community volunteers. The Aviation Career Day website is up and running. Registration is open. Marketing is in progress. Local schools will be visited to encourage participation.

Unmanned Aerial Systems (UAS) Mitigation – The FAA has issued a new rule that all UAS operators must go through a training program. Previously this was only a requirement for commercial use. Inclusion of a drone mitigation plan is now required in the Airport Emergency Plan. Resources are expected to be provided by the federal government to local police departments for UAS mitigation. The airspace is controlled by the FAA. Georgia Ports Authority in Savannah has a system in place that will identify drones and where the operator is in real time. That system will also cover the Brunswick Port. That detection system could be located in a convenient location that would also cover both of the airports.

New Hires – Brunswick Golden Isles Airport – A full time janitorial position has been moved in-house which reduced operational expenses and added Brian Holland to the staff. Anthony Parham is a new Courtesy Representative. The Airport Commission staffing remains at 100% filled.

Activity Report

Enplanements – Brunswick Golden Isles Airport - Due to the pilot shortage, there are currently only two Delta flights operating a day. In November there was a total of 2,310 enplanements. Delta has announced that the current 50 seat aircraft will be replaced with either at 69 seat or 76 seat capacity aircraft which will include first class service. Delta is expected to restore the third flight by summer. Our local market is favorable for first class operations. Staff will be working with the CVB to coordinate marketing the larger plane and first-class service. Staff is talking to various airlines about potential service.

Rental Car Receipts - The rental car business is strong with receipts of \$311,708 in November total for both Brunswick Golden Isles Airport and the St. Simons Island Airport.

Aircraft Operations - St. Simons Island Airport activity is higher than last year with 4,446 operations in November. Brunswick Golden Isles Airport operations are lower at 486 operations because Delta has reduced service to two flights a day.

Parking - Brunswick Golden Isles Airport - The recent parking lot expansion provides more capacity for the additional passengers anticipated in the coming year.

Upcoming Events

- **Glynn County Airport Commission Meeting January 17, 2023**
- **Airport Commission Audit Committee January 2023**
- **Aviation Career Day – Brunswick Golden Isles Airport - March 4, 2023**
- **EAA State of the Airports Luncheon March 12, 2023**
- **Coastal Georgia Honor Flight May 13, 2023 – Brunswick Golden Isles Airport**

Chairman King invited all the attendees to attend the Airport Commission holiday party immediately following the meeting.

Commissioner Culwell made a motion to adjourn.

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

The meeting was adjourned at 11:19 a.m.



Cedric King, Chairman

Ed Farley, Secretary-Treasurer

Katherine Kissling, Attest