



## Griffin Spalding Airport

"Developing Aviation Commerce"

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### **Minutes of Airport Advisory Board Meeting**

06 March, 2008

6:00PM

#### **Attendees:**

Mr. Brett Lavender (Chairman)  
Mr. Carl Pruett  
Mr. Ronnie Powers  
Mr. James Westbury

Mr. Louis Thacker (Vice Chair)  
Mr. John Roger Miller  
Cmr. Eddie Freeman

#### **Also in Attendance:**

Mr. James Landham (Asst. to City Manager)  
Mr. Mike Reiter (LPA Group)  
Mr. Robert Mohl (Airport Director)

#### **I. Call to Order**

Having a quorum present the Chairman called the meeting to order at 6:01PM.

#### **II. Adopt Minutes & Agenda**

- a. The Chairman, Mr. Lavender called for the adoption of the minutes from the meeting held 03 January, 2008.
- b. Mr. Thacker motioned to adopt the minutes from the January meeting and accept the agenda for this meeting, Mr. Pruett seconded, and the motion was unanimously approved.

#### **III. Recognize Board Appointees**

AD read the Appointments from Spalding County re-appointing Mr. Carl Pruett for a two year term ending on 31 Dec 2010 and one from the City of Griffin re-appointing Commissioner Morrow as their representative.

The following is a breakdown, that I received from the City, of the Current Airport Advisory Board Appointments.

# Airport Advisory Board

## CITY APPOINTMENT

Keith Smith	12/31/2009
Roger Miller	12/31/2009
Brett Lavender	12/31/2008
Dick Morrow Ex-Officio Member	12/31/2008

## EXPIRATION

## COUNTY APPOINTMENT

Carl Pruett	12/31/2010
Ronnie Powers	12/31/2008
Louis Thacker	12/31/2009
Ex-Officio Eddie Freeman	12/31/2008

## EXPIRATION

## JOINT APPOINTMENT

James Westbury, Jr. appointment)	12/31/2008 (County made
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## EXPIRATION

**\*NOTE: When James Westbury, Jr. term expires in 2008, it will be the City's rotation to make this joint appointment for a 3-year term.**

#### **IV. Budget Update:**

##### **(Tab-1) Expenditure & Revenue Reports / Activity & Fuel Report**

- a. AD provided expenditure report, (58% of Budget Year) and financial data report from the Airport & City Finance dept. AD reported that we are still operating under budget but that we are getting closer to the end of the fiscal year and that the staff is trying to remain on top of it to ensure we do not go over. Mr. Lavender asked if we had a sufficient buffer? AD responded that there was not a built in buffer but since his arrival they have been operating with one sometimes two vacancies and that they have been able to hold those vacancies open during the winter months, providing a significant savings in the airport's Salaries & Wages allocation. The Chairman asked if the airport plans to continue holding those positions vacant. AD responded that as we are approaching the growing season it is possible that he will try to fill one of the positions to keep on top of the field maintenance work.
- b. The Activity report showed a slight increase in Jet – A fuel sales, however, after seeing the prices of fuel sky rocket the past few weeks preliminary numbers for February indicate a dramatic drop in Av Gas 100LL sales. AD will follow up and provide more detail at the April Board meeting. Mr. Powers reiterated that it appears that corporate travel has continued to occur (resulting in an increase in Jet-A sales) whereas the Av Gas 100LL folks (generally mom & pop businesses and recreational flyers) seemed to be grounded because of higher fuel costs.
- c. The Chairman asked for clarification on the Depreciation line item of the Airport's budget. AD stated that he would find out from the Finance Director. Mr. Landham (Assistant to the City Manager) responded that the Depreciation line item is reflected on all city department budgets.
- d. AD indicated that he has been able to hold off on raising fuel prices but in the wake of the dramatic fuel cost increases that have occurred over the past several weeks, should fuel costs continue to increase in March, 6A2 fuel prices will more than likely have to be raised.

#### **V. Old Business**

##### **1. (Tab-2) Delinquencies:**

AD stated that he and Martin (Airport Accounting Specialist-AS) are continuing to track those who owe revenue to the Airport. We are down to just two now:

1. Mr. Terry Anderson (Fly Boys Flight Instruction) has been making payments on his \$9,160.92 debt and is now down to \$5,477.15
2. Tim Glenn has been turned over to collections.

[Issue Status – Open]

#### **VI. New Business**

##### **1. (Tab-3) Aero Paint II Violation:**

Complaint from tenants regarding to smell of fumes coming from Dave Morse's hanger & paint shop. Since this is the second complaint we informed the City Fire Marshall to

come out and give us a courtesy inspection. We showed him the exhaust vents coming out of the back of the building, where the paint was visible on the ground. We also showed the FM the temporary measure that they had employed to filter air coming from the building. The FM stated that this did not appear to be sufficient. We then spoke with Dave Morse about it. He came back to us with their plan to install a new paint booth and ventilation system. The FM issued a letter stating that after they installed the booth he would come back and inspect and that if it was not satisfactory he may issue a Cease-Operation Notice for their business. Mr. Powers reiterated his concern over their painting and venting of fumes to the outside, with possible damage that may result to the Air Methods Life-Flight helicopters and other nearby aircraft. AD stated that he and the FM will continue to closely monitor the operation until the paint booth is installed and approved.

[Issue Status – Open]

## **2. Tenant Requests (3)**

- a. Tony Dias requests to approve plan to demolish possible purchased hanger next to his leasehold in order to build a new larger hanger to cover both sites. AD indicated that after preliminary review (pending approval from the City Office of Planning and Development) there does not seem to be any issue preventing it and it should be approved. The AAB voiced no reservations.
- b. Mr. Lance Toland is requesting ( 2<sup>nd</sup> request) to close a portion of the West Taxiway (specifically the portion which runs parallel to his leasehold areas bordering the taxiway) out in front of his Log Cabin across to the end of Air methods between the two mid field taxi lanes. He cites safety issues regarding the close proximity of his and Air Methods Helicopter operations on their respective ramps to the passing taxiing fixed wing traffic and associate ground vehicles. AD responded that the traversing ground traffic is of concern and is a hazard that he is trying to educate the tenants to discontinue the practice. AAB is reluctant to close portions of active major taxiways citing access to services and maneuverability, AAB recommends denial of request.
- c. Air Methods requests temporarily closing the end portion of the West Taxiway that terminates on the North end of the field near the Runway 14 end. Air Methods maintenance operation is expanding and they would like additional landing space for helicopters that are level and away from other moving aircraft. AD indicated a willingness to allow it on a temporary basis for review. AAB indicated their desire for the AD to research alternatives rather than closing off portions of and active taxiway. AD indicated that he will research alternatives and discuss them with Air Methods.

- d. A discussion developed regarding individuals that may be interested in expanding and building facilities on the East side of the runway in the “Grass Field”. Mr. Mike Reiter from the LPA Group recommended that the AD get with Air Methods and others that may want to build and set up a meeting to get the individuals to detail out what their requirements are and discuss with the engineers what the available options would be based on FAA criteria and city services, the AAB agreed. AD indicated he will contact the individuals interested in constructing hangers and set up a meeting with Planning & Development and LPA. Mr. Thacker suggested that the AD and LPA put together a development plan for the east side of the airport. Mr. Powers recommended that we invite Air Methods to the next AAB meeting at the Airport and he offered to hold it in his hanger and cook hamburgers & hot dogs whereby we can get out on the ground and see the sites that everyone is discussing. AAB agreed to hold its next AAB meeting at the Airport in Mr. Powers hanger.

**1. Miscellaneous News & Information:**

- a. AD stated that Will Stevens (Airport Linesman) has completed his PLST (Professional Line Service Training) and is now a certified Ground Linesman. He has also completed his CDL (Commercial Drivers License) and is now certified to drive all airport equipment.
- b. Articles & postings related to aviation.

**VII. Audience Comments:**

None

**VIII. Adjournment**

At 7:14PM Mr. Lavender called for a motioned to adjourn. Mr. Pruett made the motion and Mr. Westbury seconded, it was unanimously approved and the meeting was adjourned.

**Next Aviation Advisory Board Meeting:** 3 April, 2008. 6:00 PM

**Location:** Griffin-Spalding County Airport (Mr. Power’s Hanger)

Respectfully Submitted:

Robert Mohl  
Airport Manager

C:  
Aviation Advisory Board  
City Manager  
County Manager