



Newnan-Coweta County Airport Authority

Regular Meeting Session

115 Airport Road
Newnan, GA 30263
www.coweta.ga.us

Fran Collins
770.254.2601

Thursday, April 28, 2022

9:00 AM

Commission Chambers

~ Minutes ~

Call to Order

Attendee Name	Title	Status	Arrived
Joe Rutkiewicz	Chairman	Present	
Hank Moody	Vice-Chairman	Present	
Lee Moody	Secretary	Present	
Alan Starr	Authority Member	Absent	
Janice Laws Robinson	Authority Member	Late	9:03 AM
Calvin Walker	Airport Manager	Present	
Nate Schattner	Assistant Airport Manager	Present	
Nathan Lee	Attorney	Absent	
Phil Eberly	Airport Engineer	Present	
Fran Collins	Clerk	Present	

The Newnan-Coweta County Airport Authority met in Regular Session on Thursday, April 28, 2022.

*Attorney Michael Hill attended the meeting on behalf of Airport Attorney Nathan Lee.

Meeting Called to Order

Chairman Rutkiewicz called the meeting to order at 9:00 a.m.

Notification of Location of Rules

Chairman Rutkiewicz explained that the rules governing the meeting could be found on the Airport Authority's website as well as on the table located in the lobby just outside the meeting room.

REGULAR SESSION

APPROVAL OF THE MINUTES

1. **Minutes of Thursday, March 24, 2022**

The Authority voted to approve the minutes from the Regular Meeting Session held on Thursday, March 24, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joe Rutkiewicz, Lee Moody
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Alan Starr, Janice Laws Robinson

CONSENT AGENDA

2. 12991 Confirm Execution of an Independent Consultant Agreement

The Authority voted to confirm execution of an Independent Consultant Agreement with Mr. Dale Pepper to provide services to assist the Airport Authority and Airport Manager for the term beginning April 1, 2022 and continuing on a monthly basis.

RESULT: **CONFIRMED [UNANIMOUS]**
MOVER: Joe Rutkiewicz, Chairman
SECONDER: Hank Moody, Vice-Chairman
AYES: Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT: Alan Starr, Janice Laws Robinson

3. 12990 Confirm Execution of Task Order # 12 and Task Order # 13 Associated with the Proposed Terminal Area Site Prep and Paving Design and with the Proposed Terminal Area Environmental Assessment, Phase 1

The Authority voted to confirm execution of Task Order # 12 associated with the proposed terminal area site prep and paving design and execution of Task Order #13 associated with the proposed terminal area environmental assessment, Phase 1 with Lead Edge Design Group, LLC at a total cost of \$855,250.

RESULT: **CONFIRMED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Lee Moody, Secretary
AYES: Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT: Alan Starr, Janice Laws Robinson

SUPPLEMENTAL AGENDA

Supplemental Agenda Items

There were no items to be added to the Supplemental Agenda for discussion.

PUBLIC COMMENTS-ITEMS ON THE AGENDA

Public Comments Regarding Items On the Agenda

Chairman Rutkiewicz called for comments regarding any items on the agenda. There were none.

NEW BUSINESS

4. 12989 Request Approval/Execution of Task Order # 14 Associated with the Proposed Airport Terminal Building Design

Chairman Rutkiewicz explained that staff is in receipt of Task Order # 14 from Lead Edge Design Group that sets forth the design, bidding, and construction phase services for the new Airport terminal building and allows the Architect to work as a subcontractor under the Airport Engineer.

The Authority voted to execute Task Order # 14 with Lead Edge Design Group associated with design, bidding, and construction phase services for the new Airport Terminal Building at a total cost of \$311,300.

RESULT: **EXECUTED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Lee Moody, Secretary
AYES: Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT: Alan Starr, Janice Laws Robinson

Motion To: **Request Funding for Task Orders # 12, # 13 and # 14**

The Authority voted to submit a request to the Coweta County Board of Commissioners to consider funding Task Orders # 12, # 13, and # 14 from Lead

Edge Design Group in the total amount of \$1,166,550 associated with the new Airport terminal development site prep, paving design, environmental assessment, and building design.

* Attorney Michael Hill and Authority member Laws-Robinson arrived after the decision regarding a request to fund Task Orders # 12, # 13, and # 14.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joe Rutkiewicz, Chairman
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody
ABSENT:	Alan Starr, Janice Laws Robinson

UPDATES FOR THE AUTHORITY

5. 12958 Update from the Airport Manager

Airport Manager Calvin Walker explained that fuel sales for April 2022 were slightly lower than those from March 2022, and that approximately \$14,980 was netted after expenses in March. He also explained that Authority Member Hank Moody and Airport staff met with Jeff and Holly Goins to discuss their interest in construction of T-Hangars and a couple of box hangars on 5± acres available next to Oasis Aviation Maintenance and between the future WarDaddy Aviation site. Hopefully, a site plan will be available for review by the Authority prior to the May 26th meeting. He informed the Authority that non-airworthy aircraft 333FR has been removed from the airport tie-down, non-airworthy aircraft 988OV will be removed by May 1st, and there may be an additional 3-4 aircraft to remove. He further explained that fireworks will be held at the Coweta County Fairgrounds on July 4th which is approximately one (1) nautical mile from the end of Runway 15. The Airport will issue a Notice to Air Missions (NOTAM), a recording will be placed on the Automated Weather Observing System (AWOS), and notice will be given to tenants and others via email. Also, Airport staff will be attending the inaugural conference of the Association of Georgia General Aviation Airports (AGGAA) in Buford, Georgia in May and will provide an update to the Authority at the next meeting. Lastly, he recognized Assistant Airport Manager Nate Schattner for achieving certification as a Certified Member (CM) through the American Association of Airport Executives (A.A.A.E.).

The Authority congratulated Mr. Schattner on his accomplishment.

RESULT:	ACCOMPLISHED
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Update from the Airport Sponsor

Chairman Rutkiewicz asked if there were any updates from the Airport Sponsor.

County Administrator Michael Fouts and Associate County Administrator Eddie Whitlock indicated that there were no updates to be presented.

6. 12959 Update from the Airport Engineer

Airport Engineer Phil Eberly explained that five (5) loads of steel for WarDaddy Building # 1 were delivered last week, with five (5) more loads of steel for WarDaddy Building # 2 expected to be delivered within the next 2-3 weeks. He commended Public Works staff for their assistance with unloading, arranging, and sequencing the steel for the building assembly. Three (3) pieces were documented as damaged, reported to fabricator Dean Steel, and will be replaced. While waiting for the next delivery of steel, information will be submitted for the foundation for both buildings, and the utilities are being run onsite. Upon approval of funding for Task Orders #

12, # 13, and # 14 by the Board of Commissioners, surveying and processing for the overall site will begin. When those limits are delineated, the environmental process will begin. Mr. Gardner will also be notified to begin building design and to discuss time frames to proceed with the process. He further explained that he will also be attending the Association of Georgia General Aviation Airports (AGGAA) conference in May. New airport based-aircraft numbers were updated to one hundred-eight (108) in the FAA system. Official notification should be received in late May/early June regarding funding for the airport security fencing, the location of the fencing will be clarified, and action items brought to the Authority for approval. Fencing will also be incorporated in the overall apron design and where pieces can be placed now.

Chairman Rutkiewicz expressed appreciation to Administrator Michael Fouts, Associate Administrator Eddie Whitlock, and the Public Works staff for their assistance during the steel delivery.

Associate Administrator Whitlock asked if the reactions have been received from the engineer with the metal building fabricator (Dean Steel).

In response, Mr. Eberly explained that some of that paperwork was received with the first load and was shared with the structural engineer.

In response to a question from Mr. Whitlock regarding the structural design of the foundation and slabs, Mr. Eberly explained that those are currently in process and that the foundation will incorporate the lift element into the building.

Associate Administrator Whitlock explained that the buildings are mirror images, and he assumes that the calculations and loads Mr. Eberly was given on uplift are identical.

Mr. Eberly responded that the calculations and loads are the same for both buildings, but a couple of items are different for the anchor bolts because of roll-up door locations. It (meaning Building # 2) is a mirror image of its sister pad but has the same calculations on the structural.

Associate Administrator Whitlock asked Mr. Eberly if he had engaged the structural engineer and when the engineer's drawings would be available.

Mr. Eberly responded that he expects to have drawings for the foundation by the end of this week or next week so that it can move forward.

Associate Administrator Whitlock asked Mr. Eberly that when he receives the foundation drawings if he has the underground plumbing from BBA Mechanical to include.

Mr. Eberly explained that the utility plan for the two buildings contains a paved section in the middle and the outside edge where all of the utilities will be brought in. A change was made with the location of the transformer, but all of that can be adjusted and get the utilities back into those feed points.

Associate Administrator Whitlock asked whether Mr. Eberly would be able to get the plans out in approximately two weeks to solicit bids from a contractor to construct the buildings.

Mr. Eberly responded that from the original picking of a contractor from the five (5) companies that performed this type of work, one (1) company is ready to go. When the foundation drawings are received, prices will be confirmed because of the volatility in the marketplace. If there are any issues with the original selection of the contractor's ability to perform the work or with their pricing, the second or third contractor will then be engaged.

Associate Administrator Whitlock asked Mr. Eberly if the timing works, would a request for approval of the contractor be presented to the Authority at their meeting in May (26th).

Mr. Eberly confirmed that the request to approve the contractor will be presented at the next regularly scheduled meeting of the Authority (May 26th) and if a quorum is not present at that meeting, a Called Meeting will be necessary.

In response to a question from Mr. Whitlock, Mr. Eberly explained that within a month all engineering should be completed and pricing available from all the contractors so the Authority can proceed with a decision.

Mr. Eberly further explained that the foundations can proceed and if there is any issue with the steel for the second building, they can start the first building. None of the pieces that must be replaced for the first building are in the initial pieces that go up and there is plenty of time to get those pieces replaced.

In terms of the hangar building, Mr. Whitlock explained that the shell of the offices will be built-out by the leasing tenant; however, lighting and automatic sprinklers will be installed in the 14,000 square foot building. He asked Mr. Eberly for a status on the pricing for the automatic sprinkler system.

Mr. Eberly responded that the automatic sprinkler system pricing will be included as part of that contractor's turnkey design for the hangar and there will be tenant build out on the other side. If there is anything that needs to be worked out with the tenant regarding build out, that can take place when the contractor is in the space.

Mr. Whitlock asked Mr. Eberly if he has enough information from the plumbing engineer to complete both buildings.

Mr. Eberly responded that the stub-outs have actually been installed with the intention that the locations are determined and then incorporated into the foundation.

Mr. Whitlock thanked the Authority for the opportunity to ask questions about the project.

In response to a question from Authority member Hank Moody, Mr. Eberly explained that in order to prevent separation of the erection from the foundation, one contractor is doing all slab work.

Administrator Fouts expressed appreciation to Chairman Rutkiewicz and Airport Manager Walker for their participation in the Citizen Summit that occurred last weekend. He explained that positive feedback was received from County employees and citizens and a lot was learned about the Airport. He also expressed appreciation for the asset the Airport is in the community.

Administrator Fouts asked for an update regarding the appraisal process for the runway obstruction project.

Mr. Eberly explained that the categorical exclusions (CATEXs) stating there will be little or no environmental impact expected in the project have been approved by the Georgia Department of Transportation (GDOT), a review appraiser has been notified that they can begin, and they are starting the process now. There are a couple of specific landowners that he will be speaking to. The arc is that the appraiser's review comes back, FAA land acquisition criteria does not allow for an offer of less or more than the appraisal unless it is paid out of pocket, those will have agreements, some may require further negotiation and may take some time. An update will be provided each month and will be underway by the next Authority meeting, but Lead Edge will not be finished with review appraisals by the next meeting.

Mr. Walker expressed appreciation to Public Works Director Tod Handley, staff, and the Airport Sponsor for their assistance with the steel delivery.

RESULT:	ACCOMPLISHED
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PUBLIC COMMENTS-ITEMS NOT ON THE AGENDA**Public Comments Regarding Items Not on the Agenda**

Chairman Rutkiewicz called for comments regarding any items not on the agenda.

Mr. Stan Thomas, Johnson Road, Sharpsburg, explained that a section of his proposed development is located outside the Airport boundary. This section currently belongs to Mr. Brent Scarbrough and will be purchased for \$200,000. After closing, the property will be dedicated to the Airport.

Chairman Rutkiewicz explained that the Authority has questions regarding the plan Mr. Thomas submitted and would like to meet with him at another time to discuss options.

EXECUTIVE SESSION - In accordance with O.C.G.A. 50-14-4**Executive Session**

There were no items for discussion in Executive Session.

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joe Rutkiewicz, Chairman
SECONDER:	Hank Moody, Vice-Chairman
AYES:	Joe Rutkiewicz, Hank Moody, Lee Moody, Janice Laws Robinson
ABSENT:	Alan Starr