



Newnan-Coweta County Airport Authority

Regular Meeting Session

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

Fran Collins
770.254.2601

Thursday, March 25, 2021

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	Present	
Janice Laws	Authority Member	Present	
Calvin Walker	Airport Manager	Present	
Michael Fouts	County Administrator	Present	
Eddie Whitlock	Associate Administrator	Present	
Nate Schattner	Assistant Airport Manager	Present	
Nathan Lee	Assistant County Attorney	Present	
Phil Eberly	Airport Engineer	Present	
Frances Collins	Clerk	Present	

The Newnan-Coweta County Airport Authority of Coweta County, Georgia met in Regular Meeting Session on Thursday, March 25, 2021.

Meeting Called to Order

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

Notification of Location of Rules

Chairman Rutkiewicz indicated the location of rules governing the meeting

APPROVAL OF THE MINUTES

1. Minutes of Monday, February 22, 2021

The Authority voted to approve the minutes from the Regular Meeting Session held on February 22, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Janice Laws, Authority Member
AYES:	Rutkiewicz, Moody, Moody, Starr, Laws

SUPPLEMENTAL AGENDA

Motion To: **Amend the Agenda**

The Authority voted to amend the agenda to add one (1) supplemental item for discussion as presented by staff.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Lee Moody, Secretary
SECONDER: Hank Moody, Vice-Chairman
AYES: Rutkiewicz, Moody, Moody, Starr, Laws

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

2. 8148 Request Acceptance of the Airport Terminal Facility Needs Assessment

Airport Engineer Phil Eberly, Lead Edge Design Group, explained that the Airport Terminal Facility Needs Assessment has been completed and indicates that the new terminal should be located on the east side of the Airport. Mr. Eberly also recommended that additional proposed facilities (hangars), including one (1) 100-feet by 120-feet common hangar and two (2) ten (10) unit T-Hangars be constructed adjacent to the new terminal during the initial phase of the project. A later phase could include two (2) additional ten (10) unit sets of T-Hangars.

The Authority voted to accept the recommendation from Airport Engineer Phil Eberly with Lead Edge Design Group to construct the new airport terminal facility on the east side of the Airport.

Mr. Eberly explained that Mr. Joseph Gardner, Principal Architect with Gardner, Spencer, Smith, Tench & Jarbeau, is in attendance and is currently working on concepts for the new terminal facility.

RESULT: **ACCEPTED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Lee Moody, Secretary
AYES: Rutkiewicz, Moody, Moody, Starr, Laws

3. 8153 Request Approval/Execution of a Sublease Agreement with Hale Aircraft Real Estate, LLP

The Authority voted to execute a Sublease Agreement with Hale Aircraft Real Estate, LLP and Hale Aircraft, Inc for property located at 95 East Aviation Way.

RESULT: **EXECUTED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Janice Laws, Authority Member
AYES: Rutkiewicz, Moody, Moody, Starr, Laws

4. 8145 Request from Brent Holdings, LLC to Utilize Hangar 45 for Three Special Events

Airport Manager Walker explained that Mr. Richard Ferry with Brent Holdings, LLC is requesting to utilize the hangar they currently lease located at 45 Ansley Drive to host three (3) non-aviation related events. The events are proms for the three (3) Coweta County high schools and will take place on April 17, 2021, April 24, 2021, and May 1, 2021.

The Authority voted to approve a request from Mr. Richard Ferry with Brent Holdings, LLC, to utilize their hangar located at 45 Ansley Drive to host proms for three (3)

Coweta County high schools on April 17, 2021, April 24, 2021, and May 1, 2021, subject to the following conditions:

1. An Insurance policy must be purchased in the amount of one million dollars (\$1,000,000) naming Coweta County and the Airport Authority as additional insureds.
2. Guests will only be allowed on the leaseholder's leased property, with security in place to maintain this request. Guests shall not venture onto the Airport Operations Area (AOA).
3. Signage must also be in place warning attendees of possible COVID exposure/risk and acceptance of liability thereof.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Lee Moody, Secretary
AYES: Rutkiewicz, Moody, Moody, Starr, Laws

UPDATES FOR THE AUTHORITY

5. 7714 Update from the Airport Manager

Airport Manager Walker provided a brief update regarding the tree removal contract for the Runway Protection Zone (RPZ) for Runway 33. He also informed the Authority that CARES Act stimulus funding in the amount of \$23,000 is available and is based upon the number of aircraft at the Airport, therefore, an accurate count of based aircraft is necessary. In regards to addressing issues with foreign object debris (FOD) on the runway, he explained that staff is researching options and will be receiving a FOD Boss Airfield Sweeper on March 26, 2021 on a free trial basis. Additional options to address FOD include seal coating by staff and limiting driving on the ramp if possible.

In response to a question from Authority Member Hank Moody, Mr. Walker explained that the new Office Manager will begin working on April 12, 2021.

RESULT: **ACCOMPLISHED**

6. 7715 Update from the Airport Engineer

Airport Engineer Eberly explained he has no further updates at this time.

RESULT: **ACCOMPLISHED**

SUPPLEMENTAL AGENDA

7. 8160 Request to Set a Public Information Open House Meeting

The Authority voted to schedule a Public Information Open House meeting on April 14, 2021 at 6:00 p.m. in the Meeting Chambers located at 37 Perry Street, Newnan.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Hank Moody, Vice-Chairman
SECONDER: Lee Moody, Secretary
AYES: Rutkiewicz, Moody, Moody, Starr, Laws

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. There were none.

EXECUTIVE SESSION**Executive Session**

There were no issues to be discussed in Executive Session.

ADJOURNMENT

Motion To: **Adjourn**

The Authority voted to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Hank Moody, Vice-Chairman
SECONDER:	Lee Moody, Secretary
AYES:	Rutkiewicz, Moody, Moody, Starr, Laws