



Newnan-Coweta County Airport Authority

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

Regular Session

Minutes

Shannon Zerangue
Fran Collins
770.254.2601

August 15, 2025

9:00 AM

**Commission Chambers
37 Perry Street
Newnan, GA 30263**

Newnan-Coweta County Airport Authority

Roll Call

Attendee Name	Title	Status
Joe Rutkiewicz	Chairman	Present
Hank Moody	Vice Chairman	Remote
Lee Moody	Secretary	Present
Edward Davidson	Authority Member	Present
James Amey	Authority Member	Present
Calvin Walker	Airport Manager	Present
Nathan Lee	Attorney	Present
Carlene Blount	Office Manager	Present
Fran Collins	Deputy County Clerk	Present

The Newnan-Coweta County Airport Authority met in Regular Meeting Session on Friday, August 15, 2025.

Vice-Chairman Hank Moody attended the meeting remotely for health reasons [as allowed in O.C.G.A. § 50-14-1(g)(3)].

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 County's website as well as on the table located in the lobby outside the meeting room.

Regular Session

Approval of Minutes

1. **Request Approval of the Minutes from the Regular Meeting Session Held on July 18, 2025**

Motion to: Approve

The Authority voted to approve the minutes from the Regular Meeting Session held on Friday, July 18, 2025.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

Supplemental Agenda

Motion To: Approve

The Authority voted to approve the addition of one Non-Agenda item for discussion.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

Public Comments Regarding Items On the Agenda

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

New Business

2. **Request Approval/Execution of a Landlord Waiver and Consent Form for LH Construction Group, Inc.**

Airport Manager Walker explained that LH Construction Group, Inc. is requesting that the Authority execute a waiver and consent form. The form will allow Southstate Bank, N.A. (lender) a security interest in personal property located at 290 W. Aviation Way, including the hangar to be constructed. Airport Authority Attorney Lee has reviewed and approved the verbiage in the document.

Motion to: Execute

The Authority voted to execute a Landlord Waiver and Consent Form for LH Construction Group, Inc. to allow Southstate Bank, N.A. (lender) a security interest in personal property located at 290 W. Aviation Way, including the hangar to be constructed.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

3. **Request Approval/Execution of a Memorandum of Lease with LH Construction Group, Inc.**

Airport Manager Walker explained that staff is in receipt of a Memorandum of Lease with LH Construction Group, Inc. to be filed with the Coweta County Clerk of Superior Clerk.

Airport Authority Attorney Lee has reviewed and approved the verbiage contained in the Memorandum of Lease.

Attorney Lee explained that whenever a lender loans money to one of the airport tenants, and they are taking a security interest in the hangar, this puts the world on notice of what they have done. It is something required by the bank.

Motion to: Execute

The Authority voted to execute a Memorandum of Lease with LH Construction Group, Inc.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

4. **Request Approval/Execution of an Amendment to the Lease Agreement with LH Construction Group, Inc.**

Airport Manager Walker explained that in the Authority's current lease agreement with LH Construction Group, Inc. for property located at 290 West Aviation Way, LH Construction Group, Inc. is listed as a Georgia registered company when it is in fact a Tennessee registered company. He presented an amendment to the Lease Agreement that corrects this error.

Motion to: Execute

The Authority voted to execute an Amendment to the Lease Agreement with LH Construction Group, Inc. as presented by staff.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

5. **Discussion Regarding a Policy Associated with Special Events at the Newnan-Coweta County Airport**

Airport Manager Walker explained that as the Authority desires to create a formal pathway for tenants to host special events on their leased property, staff has created a Special Event Policy and an associated Special Event Request Form to facilitate these requests. With the Authority receiving numerous requests for non-aviation-related events annually, the Special Event Request Form will expedite the process for approval by addressing all concerns associated with hosting these types of events. The form will help gain an understanding of what is going to take place and to ensure that the safety and security of the airport is not jeopardized. The form also requests information on parking, number of attendees, crowd control, insurance, etc. The form must be presented prior to the event, reviewed, and presented to the Authority for consideration. The form must be submitted at least fourteen (14) calendar days prior to an event. If there are twenty-five (25) or more attendees to a private event at a hangar, then a form must be submitted.

In response to questions from Chairman Rutkiewicz, Airport Manager Walker explained that if a tenant is interested in a special event with twenty-five (25) people or more, they would fill out the form and submit it to the Airport, who would in turn present it to the Airport Authority at their next meeting for consideration. In addition, any special event that affects the aircraft operating area must be approved by the Georgia Department of Transportation (GDOT). There is an additional form to fill out if they wish to film on an active taxiway or ramp.

Chairman Rutkiewicz explained that once the form is submitted and there is a fourteen (14) day turnaround, the Authority may not meet in time to consider that request since they meet approximately once every thirty (30) days. The Authority could be polled by the Airport Manager within the fourteen-day period, the request approved via consensus, and confirmed at the following meeting.

In response to a question from Member Lee Moody, Airport Manager Walker explained that GDOT's turnaround time is approximately three (3) months.

Chairman Rutkiewicz explained that he would not want to mimic the three (3) month approval time frame and that it would limit someone's ability to utilize their hangar or ramp space at short notice, which may be as simple as a gathering or celebration. As long as the event does not involve the aircraft movement area, he believes it would be best not to delay a small event.

Updates for the Authority

6. Update from the Airport Manager

Airport Manager Walker provided a brief update regarding the following:

- Fuel sales are up 31%.
- A Notice to Proceed was received from GDOT regarding the runway overlay project.
- CPI numbers are out, and several leases will be adjusted.

Airport Manager Walker expressed appreciation to Office Manager Carlene Blount for her hard work and dedication and to Airport Engineer Eberly for his hard work on the runway overlay project.

In response to questions from Member Davidson, Chairman Rutkiewicz explained that he is still working with Mr. Ricky Ronig (WarDaddy) to resolve issues with his lease.

7. Update from the Airport Sponsor

Administrator Fouts explained that there are no updates for the Authority.

8. Update from the Airport Engineer

Airport Engineer Eberly explained that money was requested in last year's Capital Investment Plan (CIP) for the runway overlay project. A Tentative Allocation (TA) letter was received from GDOT and funding allocated. Staff expects GDOT to issue a Notice to Proceed in the next two weeks. He will continue to work with the contractor, CW Matthews, to determine when the work can be scheduled and with the Airport Manager to give tenants notice for approximately three (3) weeks of closure. Hopefully the contractor can begin the project in October. If not, it would begin in April 2026. A month later, there will be another closure for approximately three (3) weeks for final marking of the runway. The 5-year CIP is due in November, and he will have a draft ready for the next meeting.

Chairman Rutkiewicz expressed appreciation to Airport Engineer Eberly for his diligence and hard work on both the runway obstruction and runway overlay projects.

Airport Engineer Eberly explained that the Phase I Environmental Assessment (EA) for the runway obstruction project should be completed in a couple of weeks.

Supplemental Items

9. **Confirm Execution of a Task Order # 22 with Lead Edge Design Group Associated with a Phase I Environmental Assessment for Property Located at 517 Alex Stephens Road, Moreland**

Chairman Rutkiewicz explained that at the Airport Authority meeting held on May 16, 2025, the Authority voted to execute a Task Order with Lead Edge Design Group, Inc. associated with a Phase 1 Environmental Assessment for property located at 517 Alex Stephens Road, Moreland, related to a real estate/litigation issue as discussed in Executive Session. Following that meeting, Task Order # 22 was created, executed by Chairman Rutkiewicz, and the work has been completed.

Motion to: Confirm

The Authority voted to confirm execution of Task Order # 22 with Lead Edge Design Group, Inc. associated with a Phase 1 Environmental Assessment for property located at 517 Alex Stephens Road, Moreland.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey

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 - In accordance with O.C.G.A. § 50-14-2

There were no issues to be discussed in Executive Session.

Adjournment

Motion to: Adjourn

The Authority voted to adjourn the meeting.

RESULT: Passed (UNANIMOUS)

MOVER: Edward Davidson

SECONDER: James Amey

AYES: Joe Rutkiewicz, Hank Moody, Lee Moody, Edward Davidson, James Amey