



MINUTES
GLYNN COUNTY AIRPORT COMMISSION
SEPTEMBER 17, 2019

COMMISSIONERS PRESENT

DOUG HUTSON, Chairman
CEDRIC KING, Vice Chairman
KEVIN RUNNER, Secretary-Treasurer
JEFF CULWELL

STAFF PRESENT

ROBERT BURR
HILLARY STRINGFELLOW
VERNON BESSING
JOHN DUNCAN
KATHERINE KISSLING
TIFFANY LANDRY
LEIGH NEWTON
TERRA WINSLETT
MIKE WILLIAMS
SHAWNA WILLIAMS

OTHERS PRESENT

BRIAN THOMPSON
LARRY WADE
ED STRICKLAND
JERRY LATVALA
ART WACZKOWSKI

PAM SHIERLING
MARTIN MCCORMACK
SHERRI PRUITT
WALTER CARTER

KATE BLACKSHEAR
LESLIE FAULKENBERRY
JIM WALDRON

The monthly meeting of the Glynn County Airport Commission (GCAC) was held at **9:00 a.m. on Tuesday, September 17, 2019 at the Brunswick Golden Isles Airport, 295 Aviation Parkway, Brunswick, Georgia 31525.**

Call to Order – The meeting was called to order at 9:03 a.m. by Chairman Hutson. He welcomed everyone to the meeting.

Invocation/Pledge of Allegiance – Commissioner King offered the invocation and led the Pledge of Allegiance.

Accept Agenda

The meeting agenda was sent out to the Airport Commissioner the previous week. The Chairman requested any changes for the meeting agenda. None were stated.

Commissioner Culwell made a motion to accept the agenda.

Commissioner Runner seconded the motion and it carried unanimously: 4-0.

Public Comment

Chairman Hutson invited comments from the audience. None were requested.

The Executive Director reminded the Airport Commissioners to speak up over the unusual air conditioning noise so that the audience could clearly hear the proceedings.

Approval of Minutes

Glynn County Airport Commission Meeting Minutes August 20, 2019

Chairman Hutson presented the August 20, 2019 meeting minutes and asked for any corrections or changes. None were stated.

Commissioner Culwell made a motion to accept the August 20, 2019 Glynn County Airport Commission meeting minutes.

Commissioner King seconded the motion and it carried unanimously: 4-0.

Capital Improvement Update

Approve RS&H, Inc. Work Order No. 17 – St. Simons Island Airport – RS&H, Inc. Work Order No. 17 - Re-bid previously designed project to Relocate Runway 4 Threshold and Crack Seal and Seal Coat Runway 4-22 for a project cost not to exceed \$14,953.00

Recommendation: Approve and authorize the Executive Director to execute RS&H, Inc. Work Order No. 17 to re-bid the project to relocate Runway 4 threshold and crack seal and seal coat Runway 4-22 subject to legal review and recommend approval to the Brunswick and Glynn County Development Authority.

RS&H, Inc. engineer Brian Thompson explained that this is expected to be a simple, straight re-bid process of the previous project. The State money expires at the end of March 2020, therefore the project is planned to be complete in January, possibly early February 2020. The Airport Commission is committed to January/early February construction time frame which is anticipated to be a 10-day closure of the runway. Golden Isles Aviation has been consulted regarding the runway closure.

**Commissioner Culwell made a motion to approve the recommendation.
Commissioner King seconded the motion and it carried unanimously: 4-0.**

State Grant Agreement - Brunswick Golden Isles Airport - Georgia Department of Transportation (GDOT) Grant Contract for the Compass Calibration Pad Design and Passenger Terminal Parking Expansion Design at the Brunswick Golden Isles Airport. Airport Project Grant No. AP020-9000-60(127) in the amount of \$13,313.45 has been submitted to Glynn County for approval at their September 19, 2019 Board of Commissioners meeting.

Observation Area Easement – St. Simons Island Airport – Installation of a Georgia Historical Society Civil Air Patrol (CAP) Historical Marker Commemorating Coastal Patrol Base Number 6 during WWII 1942-1944. The text proposed for the marker is: *Coastal Patrol Base Number 6 at Malcolm McKinnon Field (Now St. Simons Island Airport) was one of twenty-one bases stabled along the Atlantic Coast and Gulf of Mexico. Their mission was to stem the tide of German submarines wreaking havoc upon U.S. wartime shipping. The Civil Air Patrol was formed December 1, 1941 under administrative order. Volunteer civilian aviators using their own aircraft, "jury rigged" for patrols, stood-up to become the "Eyes of the Home Skies." Germany had commenced "Operation Drumbeat" to search and destroy critical supply shipments destined for the European Theater. The CAP anti-submarine flights would depart at dawn to fly search patterns and perform convoy duty for shipping out of Savannah and Jacksonville. The valiant efforts by CAP had sacrifices of airmen and aircraft at Patrol Bases in the program. The Civil Air Patrol continues to operate at the St. Simons Island Airport.*

Martin McCormack of the local Civil Air Patrol explained that Georgia Historical Society requires an easement for a historical marker and public access into perpetuity. The Georgia Historical Society appreciates that the historical marker will be in an aviation viewing area at the airport. Work has begun on the Observation Area. Ed Strickland asked if there would be a provision for parking. Executive Director Burr explained that this spot is along the pedestrian/bike trail with no parking area.

Recommendation: Approve and authorize the Executive Director to facilitate and sign and recommend to Brunswick and Glynn County Development Authority the approval of an easement for the Georgia Historical Society to erect a historical marker at the Observation Area of the St. Simons Island Airport: 189 Kings Way, St. Simons Island, Georgia, subject to legal review.

**Commissioner Runner made a motion to approve the recommendation.
Commissioner Culwell seconded the motion and it carried unanimously: 4-0.**

Executive Director Items

Hurricane Dorian Coordination with Tenants, County and State Agencies – The airports were spared any significant damage from Hurricane Dorian. This was a good exercise without the recovery phase. Airport Commission staff was very involved with Glynn County and tenants to prepare for this event. Staff was led primarily by Vernon Bessing. The Emergency Operations Center held meetings three times a day to coordinate the response effort. Airport staff implemented the use of a communication modality called BAND, an app the tenants and staff used to communicate. It worked well. Both airfields were operational throughout the entire storm. Operationally, Delta Airlines did suspend service during a three-day period, because TSA employees could not be at the airport due to the state-mandated evacuation. The Executive Director

complimented and thanked the staff for working through out Labor Day weekend and during the storm. Commissioner Culwell referred to the damage in the Bahamas and reminded everyone that boats cannot get into harbors due to debris and sunken boats in the harbor. Literally the only way to bring in supplies and evacuate people is with aircraft. It takes two to three weeks to clear a harbor of all the hurricane debris before a ship can be safely brought in. The airports are the first point for evacuation and relief efforts.

Enplanement Report Brunswick Golden Isles Airport – August 2019 – The numbers have recovered from the government shut down earlier in the year. Month-to-month enplanements are up, the load factor is good. The September report will probably be impacted by Hurricane Dorian. Governor Kemp declared an evacuation for all areas east of I-95, which impacted staff for Delta and TSA. The Brunswick Golden Isles Airport is classified as Evacuation Zone A, even though it sits on high ground. Staff is considering asking Glynn County to have the Brunswick Golden Isles Airport flood designation re-zoned.

Pilot Recognition

-Boone Knox Hopkins – Earned his commercial Airplane Multi Engine Land certificate. Training was completed with Danner Standard, Jr. of Spirit Aviation in Thomson, GA.

-Alex Drosos – Earned his private pilot certificate. Training was completed with Ethan Grissard at Cherokee Flight in Canton, GA.

-Koby McClelland – Earned his private pilot certificate. Training was completed with Jimmy McCallum at Douglas Municipal Airport in Douglas, GA.

Chairman's Items

Rules and Regulations Update – Commissioner Culwell

The Airport Commission formed an Ordinance Update Committee composed of Chairman Jeff Culwell, Jerry Latvala, Leo Owens, David Manning, Larry Wade and Hillary Stringfellow. The purpose was to look at the Airport Ordinance, Rules and Regulations to update those. The committee has prepared revised Rules and Regulations for Glynn County Airport Commission consideration. Commissioner Culwell explained the reasons for the update and revisions. The existing Rules and Regulations are part of the Glynn County Airport Ordinance. Changes to rules require a change to the Ordinance. When it was originally written in 1986 it repeated many items that were in FAA Rules and Regulations, federal, state and local laws. Many of the Rules and Regulations were duplications of previous local, state and federal rules and regulations. These have changed frequently making many of the current rules and regulations obsolete. The Airport Commission is required to comply with all these laws. There is no reason to duplicate the publication in the Airport Ordinance. Any item already covered by the FAA or other law, was cut from the updated version. The only rules in the proposed document are specific to the Brunswick Golden Isles Airport and the St. Simons Island Airport. The Airport Ordinance Committee recommend that the revised Rules and Regulations for the Brunswick Golden Isles Airport and the St. Simons Island Airport be approved.

Recommendation: Approve the revised Rules and Regulations for the Brunswick Golden Isles Airport and the St. Simons Island Airport.

Commissioner King made a motion to approve the recommendation.

Commissioner Runner seconded the motion and it carried unanimously: 4-0.

Upcoming Events

- **Airport Commission Meeting – October 15, 2019 at 9:00 a.m. – Brunswick Golden Isles Airport**
- **Georgia Airports Association Annual Conference – September 25 – 27, 2019 - Jekyll Island Convention Center**
- **RSM Golf Classic and Concert – November 18-24, 2019 - Sea Island and St. Simons Island Airport**
- **Chamber of Commerce Sponsored State of the Port – October 2, 2019 – Jekyll Island Convention Center**
- **Experimental Aircraft Association (EAA) will be hosting B-17 Aluminum Overcast Flying Fortress Ground Tour and Flights - November 22-24, 2019 St. Simons Island Airport**
- **Aviation Career Day and Young Eagles – March 7, 2020 - St. Simons Island Airport**
- **Coastal Georgia Honor Flight - May 2, 2020 – Brunswick Golden Isles Airport**

Public Comment

Jim Waldron announced that he was approached by Gallagher Marine Systems with the need to hire a contract helicopter to assist the capsized ship in the port channel. A joint incident command post has been set up to assist with the capsized ship off of St. Simons Island. Glynn County has a Public Information Officer group from various public and private organizations. Terra Winslett and Leigh Newton are volunteering to assist this effort. The ship is in the direct line of the Runway 4 approach at SSI. An issue of concern is drone activity. The Airport Commission and FAA are directly involved. Jeff Culwell explained that although the ship is only about 70 feet above the water line, there is also now a barge crane at the site which is not flagged. Staff will follow up on this issue. Jerry Latvala announced that the Experimental Aircraft Association (EAA) will be hosting the historic B-17 tour and flights November 22-24.

Executive Session

“Closed session to discuss real estate issues as allowed under O.C.G.A. Section §50-14-3(b)(1)(B), legal issues as allowed under O.C.G.A. Section §50-14-2 and personnel issues as allowed under O.C.G.A. Section §50-14-3(b)(2).”

**Commissioner King made a motion to enter into Executive Session at 9:35 a.m.
Commissioner Culwell seconded the motion and it carried unanimously: 4-0.**

Open Session resumed at 10:25 a.m. Doors were opened to the public.

**Commissioner Culwell made a motion to accept the employment contract for the Executive Director as discussed in executive session.
Commissioner Runner seconded the motion and it carried unanimously: 4-0.**

Adjournment

**Commissioner Culwell made a motion to adjourn the meeting.
Commissioner Runner seconded the motion and it carried unanimously: 4-0.**

Glynn County Airport Commission
September 17, 2019

The meeting was adjourned at 10:26 a.m.



Doug Hutson, Chairman



Kevin Runner, Secretary-Treasurer



Attest, Katherine Kissling



AFFIDAVIT – CLOSED MEETING

AFFIDAVIT AS REQUIRED UNDER O.C.G.A. §50-14-4(b) (1)


GLYNN COUNTY, GEORGIA

Personally appeared before me the undersigned attesting officer, duly authorized to administer oaths Doug Hutson who, after being duly sworn, deposes and, on oath, states the following:

- (1) I was the Chairman of a meeting of the Glynn County Airport Commission held on the 17th day of September 2019.
- (2) The subject matters of the closed portion of the meeting, which was closed for purpose of the discussion of Real Estate matters as allowed under O.C.G.A §50-14-3(b)(1)(B), and Legal matters as allowed under O.C.G.A. §50-14-2 and Personnel as allowed under O.C.G.A. §50-14-3(b)(2) and was devoted to matters within these exceptions as provided by law.
- (3) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) (1) that such an affidavit be executed.

This 17th day of September, 2019.

Sworn to and subscribed before me
this 17th day of September, 2019.



Doug Hutson, Chairman


Notary Public
My Commission Expires: June 22, 2021

NOTARIAL SEAL

