

**Peachtree City Airport Authority (PCAA)**  
**Thursday, January 14, 2021**  
**7:00 p.m.**  
**In Person & via Zoom Conference Call**  
**Regular Meeting Minutes**

**Members Present:** Kevin Lund – Chairman, Allen Morrison – Secretary/Treasurer, Tom Lacy – Member, Max Braun – Member, Greg Garmon – Member, Gary Zarlengo – Alternate, Nathan Lee – Airport Attorney, and Hope Macaluso, A.A.E. – Airport Manager.

**I. CALL THE MEETING TO ORDER**

Kevin Lund called the meeting to order at 6:59 pm.

**II. APPROVAL OF MINUTES**

Allen Morrison made a motion to approve the December 2020 minutes, seconded by Tom Lacy.

Motion carried 5/0

**III. REPORTS**

**Finance & Capital Budgeting – Allen Morrison**

Allen said that he met with Mike Melton, Hope Macaluso, and Ryan Greer this week. The numbers are looking good. We had a waterline break at the B-Hangars this month. This cost the airport around \$24,000. Allen pointed out that this is one of the reasons why we keep a little extra money in the bank. We were able to handle the issue and the budget still looks good.

**Operations- Mike Melton, Manager of Operations**

Mike Melton reported:

Wildlife Update

Deer activity on the airport has drastically declined after USDA and our team were able to harvest the deer mentioned in last month's meeting. USDA and our team will continue to monitor the activity. Mike said that he will note that with an increase in rain everyone will see more blackbirds than normal as they are attracted to the worms that come to the surface after a rainfall.

Frequency Change Request

J.R. Pigg came to Mike a couple of weeks ago and discussed the possibility of changing the CTAF/Unicom Frequency. Mike agreed that there is quite a bit of chatter from other

airports and agreed to look into what it would take to change it. Mike reached out to our contacts at the FCC. The process to change it with them is quite simple. However, the difficult part would be to change it with GDOT and the FAA. Newnan Airport changed their frequency a number of years ago, so Mike called to touch base with them about the process. Mike was met with a resounding “don’t do it” but not for the reason that he thought. The airport manager said that between the FCC and FAA it took nearly two years of prodding both agencies to make the change. When the change was approved, that’s when things got messy. Charts and GPS databases were not updated in a timely fashion causing mass confusion with both based aircraft and tenants who were used to the prior frequency. The manager stated that it was hands down one of the most dangerous years because of the confusion. To date, nearly nine years later, there will still occasionally be a confused pilot not reporting because he thought he knew the frequency.

After discussing this matter with the FCC, it was revealed that there are only 7 discrete frequencies that the FCC designates for CTAF/Unicom so there were not that many options to begin with.

Mike is still going to confirm the process with GDOT and the FAA (which he has not heard back from) but at first glance it sounds like changing the frequency may be more dangerous than keeping it as is. Again, that’s not to say that’s the best way to go but he just want everyone to know where we are on the matter and that we are at least exploring the options.

#### Area C Gate

We are working with the gate contractor to address an issue with the solar charging system on the new gate. It is not holding a charge like it should.

#### Food Truck Friday

Food Truck Friday will take place next Friday, January 22nd and featuring Tactical Smoke BBQ. They will start serving food at 11:00 am and continue until 1:00 pm or so.

Hope said that we had a gear up landing at the airport on December 29<sup>th</sup> around 1:50 pm. It was a Cessna 210. The pilot was part owner in the aircraft, and it was based at KPDK. It was being flown here for maintenance. The weather was clear and calm. The traffic pattern was full when it happened. The pilot was fine. There was no damage done to the airfield. One of our tenants called Atlanta Air Recovery. They came out and craned the aircraft up. The gear was hand cranked down and we were then able to tow it to Gardner-Lowe. The runway was closed for about 1.5 hours.

#### IV. FINANCIAL REVIEW

Hope Macaluso reported:

**Revenue and Expense Highlights:**

December revenues were above budget by 7% thanks to jet fuel sales. Normal operating expenses was right at budget. Overall net income was right at budget.

We had an unbudgeted expense that started in December and continued into January. On Saturday, December 26, there was a waterline break under the apron of hangar B3. Although that apron isn't ours, the waterline is ours. It being a holiday weekend, the plumbers came out, but were not able to do anything with it. They recommended we have a water leak detection company narrow down where the leak was originating. The water to hangars B1 through B5 had to be shut off.

The water leak location was identified on Tuesday, December 29 and we had a heated port-a-potty unit delivered that day as well. Hammond Plumbing came back out on December 30 to sawcut the concrete and begin digging for the leak.

The hangar owner was able to provide two steel plates so that the jet hangared in B3 could be pulled out. Kudos to our Maintenance Supervisor Jeremy Toney for successfully and safely towing the aircraft out.

The repair to the pipe was made on December 31. The pipe glue had to cure. The plumbers came back and placed backfill into the hole so that it was not left open.

Before being backfilled, it was apparent that an unknown amount of soil had eroded under the apron. It was decided that a Geotech firm needed to come out and investigate the area considering that the jet stored there weighs 50,000 lbs. when low on fuel and would be rolling directly over the compromised area. They made an initial visit on January 4 and provided Hope with a proposal. On January 5, they did 7 hole tests and provided us with a depth and area for additional saw cutting and replacement of fill materials.

The concrete contractor started Tuesday and completed the work today. The concrete had a two-day cure time and will be ready for use tomorrow.

The jet that is stored in the hangar had to go to another airport for storage during this time.

The breakdown of the unbudgeted expense is:

Plumbing Repair	\$5,250
Leak Detection	\$645
GeoTech	\$3,955
Port-a-potty	\$1,099
Sweeper rental	\$325
Jet Relocation	\$4,000
Concrete Repair	<u>\$8,000</u>
Total	\$23,275

### **Grant Update**

No updates this month.

## **V. OLD AGENDA ITEMS**

### **20-08-04 Discussion of Reversion Clause (Update)**

Kevin asked tenant Jay Herrin to give an update. Jay said that the tenant representative team has met about 4 times. They are planning to have a “special meeting” with the entire Airport Authority. It will be open to the public. This will happen prior to the February Airport Authority meeting. The tenant representative team will let the Airport Authority know when they are ready to have the meeting.

Tom Lacy asked Jay if the tenant representative team would submit any written material to the Airport Authority prior to the meeting. Jay said that at the meeting, each person will get a copy of the tenant representative’s presentation, but that it will probably not be given out ahead of time.

## **VI. NEW AGENDA ITEMS**

### **21-01-01 Welcome new member, Greg Garmon and Alternate, Gary Zarlengo**

Gary Zarlengo and his family moved to Georgia in 2019 from Colorado. They are enjoying living in Peachtree City. He is retired now. He worked with NASA for 13 years. He was with Orbital Sciences for about 20 years. He also had his own company for about 10 years. He has always wanted to learn to fly. He will soon be starting training for his private pilot license. His goal for working with the Airport Authority is to learn enough to make sure that the interest of both parties is well balanced going forward.

## **21-01-02 Election of Officers**

Kevin opened the floor for suggestions.

Tom Lacy nominated Max Braun for Chairman, seconded by Greg Garmon.

Allen spoke up and said that he knows how this vote will go, but he wants to voice a concern of his. He stated he was told by someone that they have an issue with a person being a chairman if they are “too close to the tenants”. He said that the Authority has had a lot of problems regarding their relationship with the tenants over the years. The Authority has done a lot of work to change that and make it better. Allen said that because of this, hearing that a person could be “too close” to the tenants to be chairman, concerns him. Kevin said, “I concur” in response to Allen’s concern.

Kevin called for a vote for Max as Chairman.

Motion carried 3/2 - Allen Morrison and Kevin Lund opposed.

Max said that the next thing to select is the Secretary of Treasurer. He said that Allen has done a fantastic job the last few years in this position. Allen said he is willing to serve again if need be, but if not, is willing to move on. Max said that his preference is for Allen to stay in the position. Allen agreed.

Max nominated Allen as Secretary of Treasurer, seconded by Greg Garmon.

Motion carried 4/1 - Allen Morrison abstained.

Max said that a Vice Chairman needs to be appointed next. He said that Kevin did a great job as Chairman and if he is interested in becoming Vice Chairman, Max would love that. Kevin said that he has a busy year coming up and because of that, he will pass. Max asked Greg Garmon if he is interested in the position. Greg said that he is open to it.

Max appointed Greg Garmon Vice Chairman.

## **21-01-03 Consider Banking Service Provider**

Hope said that we put out the RFP and advertised it to all of the local Peachtree City branches. We received three submissions. The first one is from Synovis Bank, who we bank with currently. The second is Ameris Bank. The third is Truist Bank. It was a very thorough request for qualifications. Mike and Hope reviewed all three. Synovis is currently charging us about \$1,200/year to service our accounts. With their new proposal, they have cut that in half and will only charge us \$600 per year. Ameris and Truist have proposed to not charge us at all to service our accounts. Truist has a larger presence in

Peachtree City and Hope said that she feels that their staff can handle an account of our size better. With that being said, Hope recommended that we move our banking services to Truist. Max asked if there is any commitment to length of term. Hope said that their proposal rates are for a 24-month period, but we are not contractually bound to stay with them.

Allen made a motion to move our banking to Truist, seconded by Kevin Lund.

Motion carried 5/0

## **VII. ADJOURNMENT**

At 7:27 pm Greg Garmon made a motion to adjourn the meeting, seconded by Kevin Lund.

Motion carried 5/0

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Attest

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Max Braun, Chairman