

**Minutes of Fairhope Airport Authority**  
**July 12, 2022**

The Fairhope Airport Authority met July 12, 2022 at 5:00PM in the City Hall Council Chambers at 161 N Section Street.

Present: Don Lagarde, Chairman, Pel Henry, Will Bruce, Chip Groner, Amy Pearson and Jack Burrell. Vince Boothe was absent. Also present was Josh Myrick, Attorney who joined the meeting at 5:35PM. Cynthia A Boothe took the Minutes.

The Minutes of the May 10, 2022 meeting were considered and approved with a motion by Chip Groner, second by Will Bruce and unanimously passed.

**Discuss and possible vote on Airport Facilities Appraiser:** Don Lagarde stated that he had contacted Michael Hodges, an Airport Facilities Appraiser, about doing an appraisal of the Airport to include the value of the buildings and the fair rental value of the buildings. He stated that the cost would be approximately \$13,000.00 plus travel expenses. After a brief group discussion, a motion was made by Will Bruce to hire Michael Hodges, second by Chip Groner and unanimously passed.

**Discuss/vote on new fence surrounding Fuel Farm:** Pel Henry reported that he had spoken with Consolidated Fence about the fencing for the fuel farm and that to put a gate across the road at the northwest corner of the Continental Building would cost \$12,500.00. He also said that if they choose to put a fence just around the fuel farm itself with gated access for the fuel trucks would also cost \$12,500.00. After a group discussion, a motion was made by Jack Burrell to table this item until next month, second by Pel Henry and unanimously passed.

**Discuss Engineering Firms as we do each four-year period:** Don Lagarde stated that it was time to discuss Engineering Firms and the possibility of sending out an RFP to Engineering Firms. After a group discussion it was decided that this discussion was not necessary at this time as the contract with Volkert Engineering does not come to an end until February 2024. A motion was made by Jack Burrell to table this item, second by Chip Groner and unanimously passed.

**Discuss giving Chairman and Vice-Chairman the ability to spend up to a certain limit without Board approval:** Don Lagarde stated that there are times when some maintenance items come up between meetings, like the AWOS or runway lights going out for example, that need to be taken care of immediately, so he as Chairman would like to have the ability along with Chip Groner the Vice Chairman to take care of these maintenance items in a timely fashion. After a group discussion, a motion was made by Jack Burrell to authorize the Chairman or Vice-Chairman to spend up to \$5,000.00 for maintenance items without approval by the Authority, second by Chip Groner and unanimously passed.

**Consideration of update to East Side area layout plan per Volkert layout plan of 04/2022:** Jordan Stringfellow of Volkert Engineering suggested waiting to vote on this item until items concerning the site changes for Vince Boothe & Richard Wagner are decided. Jack Burrell made a motion to table this item, second by Pel Henry and unanimously passed.

**Consideration of relocation of Vince Boothe's lease to new site P18 & P18A:**

Don Lagarde stated that The Authority had asked Vince Boothe to consider amending his present lease and change his site location to P18 & P18A.

Josh Myrick joined the meeting at 5:35PM.

Josh stated that before voting on Mr Boothe's site change that the new layout plan from Volkert showing the new site locations should be approved as the previous layout does not show the new site locations.

Don Lagarde stated that Consideration of update to East Side area layout plan of 04/2022 would be taken off the table and reconsidered. Will Bruce made a motion to accept the new layout with the condition that the new layout be made part of the minutes of the meeting, second by Amy Pearson and unanimously passed.

Don Lagarde then asked if there was any more discussion needed on the relocation of Vince Boothe's lease to new site P18 & P18A. Jack Burrell stated that this lease as well as any other lease on the East Side should state that the lease holder will be responsible for paving the access road and parking areas. After a group discussion a motion was made by Will Bruce to accept Vince Boothe's

request to change his lease to sites P18 & P18A and that he would be responsible for paving of the access road and parking, second by Chip Groner and unanimously passed.

**Consideration of relocation of Richard Wagner/RDI lease to new site P17:** After Don Lagarde asked if there were any questions regarding this item a representative of Richard Wagner and Jordan Stringfellow of Volkert answered questions from the Authority members. Josh Myrick suggested that the lease for Mr Wagner/RDI should be able to start over timewise with the submittal deadlines because of the new hangar site. After the discussion, a motion was made by Amy Pearson to approve the relocation of the Richard Wagner/RDI site to P17 and to start the clock over for the deadlines for submittals, second by Will Bruce and unanimously passed.

**Fairhope Airport Operations:** Chip Groner stated that there are still some PAPI lights out on runway one, REIL lights are out on both runways and parts have been ordered. He also stated that the AWOS is now working. Don Lagarde stated that he did not think that phone service on the AWOS was needed any longer. Chip stated that he did not think that it was an FAA requirement and Don replied that they will discuss it more.

**Continental Aerospace Report:** Nick VanHouten stated that the runway lights are working and the Airport has been very busy. He stated that they have been selling 35,000 to 40,000 gallons of fuel each month and prices seem to be starting to come down a little. Nick also asked about a sink hole possibly caused by a leaking water pipe and Don stated that they were reaching out to the contractor at that site and asked Nick to have it staked out and taped off to prevent any problems. Nick stated that he wants to work with the Authority on planning a possible Fly-In in the Spring that would possibly tie in with Arts & Crafts.

**Engineer's Report:** Jordan Stringfellow stated that the ALP will be approved by the FAA as soon as the East Side revisions are made. She also stated that Volkert would set-up meetings with the Authority members to go over the pre-app for the upcoming Runway Project which is due by September 23<sup>rd</sup> and also start planning out the next few years. Jordan reported that the Authority was not awarded the terminal grant for the FBO so the Authority will need to discuss what they want to do about building the FBO. Don Lagarde stated that the Authority

has not heard yet about the Hazard Mitigation Grant that would be used to help build the FBO if awarded to the Airport.

**Treasurer's Report:** Amy Pearson went over the Balance Sheet, expenses and Budget Performance for May and stated that everything is pretty much on track.

**Legal Report:** Josh Myrick stated that he did not have anything specific to report but does have information to share with the Authority in the Executive session.

**Other Business/New Business:** Chip Groner stated that the runway markings need to be power washed as they are not very visible, and he has a quote for \$5,799.69 to do that. Chip made a motion to spend up to \$5,800.00 to have the runway markings power washed, second by Will Bruce and unanimously passed.

Pel Henry and Jack Burrell reported that Morgan Ashurst Realty is looking at the possibility of access to Highway 98 and utilities on the property for sale on the West Side to help make the property more accessible for possible buyers.

**Move to Executive Session to Discuss litigation with Continental Aerospace and the good name and reputation of individuals:** Josh Myrick stated that the Authority Members would move into Executive Session to discuss pending litigation and that he certifies prior to motion being made that the subject to discuss pending litigation exception to the Open Meeting Act is applicable to the discussion. A motion to move to Executive Session for approximately twenty-five minutes was made by Pel Henry, second by Chip Groner and unanimously passed. The Authority members moved to Executive Session at 6:38PM.

**Return from Executive Session:** The Authority members returned from Executive Session at 7:15PM and resumed the meeting.

**Adjournment:** There being no further business, Jack Burrell made a motion to adjourn the meeting, second by Chip Groner and unanimously passed. The meeting adjourned at 7:16PM.

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Don Lagarde, Chairman

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Submitted by: Cynthia A Boothe

