

**Minutes of Fairhope Airport Authority**  
**February 14, 2023**

The Fairhope Airport Authority met February 14, 2023 at 5:00 PM in the City Hall Council Chambers at 161 N Section Street.

Present: Chip Groner, Chairman, Jack Burrell, Pel Henry, Will Bruce, and Vince Boothe. Amy Pearson and Don Lagarde were absent. Also present was Josh Myrick, Attorney. Cynthia A Boothe took the minutes.

The Minutes of the January 10, 2023 Work Session were considered and approved with a motion by Don Lagarde, second by Pel Henry and unanimously passed.

The Minutes of the January 10, 2023 Regular Meeting were considered and approved with a motion by Don Lagarde, second by Pel Henry and unanimously passed.

**Insurance Renewal:** Coley Boone of Thames Batre Insurance went over the estimates of the Insurance for the Airport coverage for the coming year. After a group discussion a motion was made by Vince Boothe to authorize the Authority Chairman, Chip Groner and Don Lagarde to execute the final agreement for the insurance coverage once the final quotes are received. A second was made by Jack Burrell and was unanimously passed.

**Civil Air Patrol Comments:** John Hoffman, Commander of the Civil Air Patrol Squadron in Mobile, gave an overview of what the Civil Air Patrol is and their mission as the Official Civilian Auxiliary to the Air Force. He stated that his group is looking to see if they can find space somewhere in the Fairhope area to hold their meetings and store their equipment. After a group discussion, the Authority Members made several suggestions of possible sites for him to consider.

**Continental Aerospace Report:** Paula Hembree, Line Service Manager for Continental, stated that things were going well at the Airport with good fuel sales and the Classic Air Jet Association fly-in is scheduled for the first weekend in March. She also stated that they appreciate all the assistance from Dave Friedel since he has been at the Airport.

**Manager's Report:** Dave Friedel stated that he is suggesting to the Authority that they consider getting a Virtower System installed. It provides a highly accurate traffic count of all aircraft coming to and leaving the Airport as well as ground movement once they have landed at the Airport. The installation of the system is free, and the monthly fees would be \$500.00.

Dave reported that he, Chip Groner and Frank Farmer met at the Airport last week and that Frank stated that the runway project has not been officially postponed yet and he will be meeting with the FAA in May.

Dave said that he, Chip, Jordan and others attended an informative Wildlife Class in Gulf Shores and that he plans to implement a wildlife plan for the Airport.

Dave stated that he had met with Pam Caudill about the Security Plan and that he will be updating it as needed.

Dave reported that Kyle had replaced most of the taxiway lights and they will be working on the hangar mounted ramp lights.

Dave said that the initial clearing on the East Side is more than Kyle can do so he stated that Kyle got an estimate of about \$6,600.00 to have that clearing done and then Kyle will be able to keep it cleared out.

Dave reported that there is some road damage on the East Side at the new hangar construction site so he is documenting it so that he can make sure it is corrected at the end of the construction.

**Engineer's Report:** Jordan Stringfellow stated that she is also suggesting that the Airport should get a Virtower System to make sure they are getting accurate traffic counts to report to the FAA.

Jordan stated that the latest update on the runway project (funded by discretionary money) and the runway lighting project (funded by AIG money) that were submitted separately, have not been given go-letters yet because there was less discretionary money available than they had hoped. It has been recommended that the Airport move forward with designing the projects with entitlement funds and she should know as early as March if there was any discretionary money left over that could be used to fund the Runway Project this year. If it does not move forward this year having the designs ready to go will increase the possibility that they will fund it next year.

Jordan stated that the cost to design both projects would be \$372,717.78 and that the Airport would be responsible for 5% of that which would be about \$20,000.00.

Jordan stated that she applied for a Supplemental Discretionary Fund Application came out in January and was due by the end of January. It includes both projects which would be funded by all discretionary funds. She should hear something back by next month.

Jordan has not heard anything about the Terminal Building application yet but hopes to hear something by next month.

A motion was made by Pel Henry to move forward with the design plans for the runway and lighting projects, second by Will Bruce. After a group discussion it was decided to table this until next month, so Pel Henry withdrew his motion.

**Treasurer's Report:** No Report.

**Legal Report:** Josh Myrick stated that he has sent a copy of a lease agreement to a potential tenant for the Southwest Side of the Airport and then there was a group discussion to clarify the Utility Surcharge that is assessed to new tenants on the Southwest Side.

Josh stated that this is the time of year where new Authority members may be added, reappointed or changed. The Mayor usually chooses a candidate and makes a recommendation to the City Council for appointment. The Authority can make a recommendation to the Mayor, but the Mayor is not obligated to accept the recommendation. The appointments are made for six years. There are two Authority Members that are at the end of their terms this year who are Vince Boothe and Will Bruce. Their appointments will expire at the end of March. Chip Groner stated that Don Ward has graciously accepted to serve as a replacement for Vince Boothe for the next six years and Will Bruce would be willing to be reappointed for another six-year term, so Chip asked for a motion to recommend Don Ward and Will Bruce to the Mayor for appointment. Vince Boothe made a motion to recommend Don Ward and Will Bruce to the Mayor for appointment, second by Pel Henry and unanimously passed.

**Board Discussion/Approval Requests:** Chip Groner stated that the dues for the Aviation Council of Alabama for \$750.00 are due and will be paid.

Chip reported that he and Nick VanHouten met with Richard of Continental Aerospace on February 10<sup>th</sup> regarding negotiations for the North Hangar and they plan to have monthly meetings.

Chip asks if there was any interest in voting for the Virtower System which has a free installation cost and a monthly fee of \$500.00. A motion was made by Will

Bruce to have the Chairman, Chip Groner, enter into negotiations for Virtower, second by Pel Henry. Chip Groner, Pel Henry, Will Bruce, and Vince Boothe all voted "Aye", and Jack Burrell voted "Nay".

Chip stated that the hiring of Martinere's to do the clearing on the East Side would be tabled until next month.


**Other Business:** No Report.

**Comments from the general Public:** No Report.

**Adjournment:** The meeting adjourned at 6:17PM.



Chip Groner, Chairman

  
Submitted by Cynthia A Boothe