

**MINUTES OF THE  
REIDSVILLE AIRPORT AUTHORITY**

**February 21, 2023**

**Members in Attendance:** Wil Smith, Bobby Smith, Gene Long, Chuck Sullenger, Holly Nielsen, Ronnie McCall and David Hodges. Others attending: Jeanette Deloach.

**Minutes:** Jeanette presented the minutes of the January meeting. Chuck motioned for the minutes to be accepted and Gene seconded it. It carried unanimously.

**Treasurer's Report:** Jeanette handed out the financial reports for January. Gene made the motion to accept financials and Chuck seconded. It carried unanimously.

Wil reported the reason we had to pay out so much expense was that the original bid of \$42000 was withdrawn and the second was approximately \$82000. In the bid phases there were a few more administrative costs that had not been included. \$39,881 will be reimbursed from GDOT for costs we paid out of pocket.

Invoices: \$100 for Chamber of Commerce dues. It was voted to pay.

Jeanette reported all statements have been received and all invoices are paid to date. We received 1099K from World Fuel for tax purposes. Wil asked if we had been changed from a municipality to a private vendor. Jeanette said one had never been received but would ask the City of Reidsville if they had been receiving it.

Jeanette asked when they changed the fuel tax because our fuel invoice was adjusted. It was reported that the State of Georgia had ended the waiver on the fuel tax. Bobby asked if there was enough funds to pay for 5500 gallons of fuel he just ordered. Jeanette reported that the credit card should be able to cover the \$13000 from the previous fuel bill and hopefully if we sell the fuel most of the other amount.

Gene reported we used 30-40 gallons of jet fuel for the tractor to mow the grass and he used the gas card that was assigned for fuel testing. Wil asked if it was cheaper to get off road diesel fuel. Bobby said it was cheaper to get at airport.

Holly asked to have a chart of accounts. Gene suggested to look at the City of Reidsville to see if they have accounts already set up. Wil said that when the new terminal comes, we will need this in place.

Hangar report: Rent paid on Hangar 2 by David Hodges. It was reported that no additional hangars were available to rent at this time.

Windssock: Bobby reported that Ron Gleason had put up new windssock 250 feet from center line.

Fire Extinguishers: Bobby reported that nothing was ever done with the fire extinguishers. He reported that the one at the fuel farm was current. Inspection was completed on the one at the emergency cutoff. Hendrix Fire Protection is the vendor to inspect. Chuck said he would call them and ask them to come inspect.

Community Reports: We did not receive a report from the meetings.

Fuel Prices – Gene reported that fuel prices had not changed. \$4.95 and \$5.63 are the current prices.

### **New Business:**

New terminal updates – Wil reported that final plans had been approved. The Industrial Authority approved \$480,000. The City of Reidsville is paying all the operating bills. Wil stated he would ask the City Council for \$10,000 and Airport would make up the difference. Wil talked with Lynn Thompson this day and they are working on the contracts. They hope to have contracts in March, construction meeting in April and then construction to start in May. David asked if they could hold the construction meeting at the park. Wil said he would try to arrange the construction meeting on the regular meeting of the Board in April. Holly said to go ahead and book for the April meeting date. Jeanette offered to check availability for April and report back at March's meeting. Wil further reported Windstream needs to move some phone lines so that grading can be completed. The fuel master system has been ordered and they are waiting on that to come in. The roof man is supposed to be here in March. They are wanting the fuel master system operational in April for testing so they can turn it over to Airport. In the meantime, the airport has been given permission to put fuel in those tanks. Gene asked if the fuel master system would need anything else like a computer. Wil stated it would be like the one we are using now except updated to most current version. Bobby

stated that they told him it would be through the Wi-Fi. Gene expressed concern about the accountability. There is no way to create accounts and bill individuals. Bobby told him to talk to Jeremy. Gene said he had already talked to Jeremy. Wil said that his understanding was when someone used a card, it was allocated. The fuel system is doing its separation at the pump. Chuck stated that this is where the chart of accounts would come in handy whether its maintenance on the building or individual accounts. Wil said that he thought this system would allow discounts to individuals on their accounts. Gene stated that this system doesn't allow. It will do an amount but not a percentage. Wil said that other systems could be reviewed that will separate it. Chuck stated that with new terminal, a mini-server system may be needed that is running everything: security, fuel, AWOS, etc. but the key was in how to grant access to certain programs without giving cart blanche access to everyone. Wil met with Windstream and they will be running fiber to the new building. It was suggested that an accounting system be put in place so that the Board could be familiar with it before the manager comes. Chuck stated that there was some revenue to be earned with the sale of fuel if we could track it.

Ronnie asked about funds from County. Wil explained that the Industrial Authority was the middleman, but that those funds are County funds. Ronnie brought up the five-year comprehensive plan that the County is reviewing at this time. He suggested the Airport complete the survey and enter their five-year needs. Ronnie suggested to bring Bobby Kennedy or Frank Murphy to some as a liaison between the County and the Airport. Wil suggested to share the Airport Authority's five-year CIP with the County. Wil stated that the support of the County has been great and any additional support would be appreciated. Ronnie suggested getting a hard copy from the Commissioner's Office so the Airport can complete the survey.

The next meeting will be on March 21, 2023.

Holly made the motion to adjourn, and Chuck seconded. Meeting was adjourned.