

**Laurens County Airport  
Meeting Minutes  
Monday, December 4, 2017  
7p.m., Airport Terminal Conference Room**

**Members Present:** George S. Wham, Chairman, Commission Members Bob Harrington, John Mitchell, Dickie Patterson, and Ernie Segars

**Staff Present:** Commission Staff Andy Howard and Bud Boyter and Ed Young, CPA

Chairman Wham called the Commission meeting of December 4, 2017 to order at 7 p.m. in the Conference Room of the Laurens County Airport Terminal.

**Approval of Agenda:** Chairman Wham said that he had one item that he wished to add to the agenda, a report from Andy Howard of the Laurens County staff on an issue related to the required clearance of trees near the eastern end of the airport runway. On a motion by Mr. Patterson and a second by Mr. Harrington, the Commission approved the meeting agenda on a unanimous vote (5-0.)

**Approval of Minutes** for the October 9, 2017 meeting of the Commission- On a motion by Mr. Harrington and a second by Mr. Patterson, the Commission agreed on a unanimous vote (5-0) to approve the Minutes of the referenced meeting.

**Report from Andy Howard,** Laurens County staff- Mr. Howard said that he has been in contact with Mr. Tommy Holsonback, the owner of property located on the eastern end of the airport runway to discuss the required removal of trees that, according to state aeronautic inspectors, could impede aircraft safe access to the runway. Laurens County and the Holsonbacks obtained a court settlement several years ago that requires the property owner to remove problem trees as identified by Airport officials.

In order to resolve this issue for a number of years, Mr. Howard suggested that the Commission purchase the timber rights for up to 20 acres of the Holsonback's property and then clear cut that area, thus creating a clear access to that end of the airport runway for an extended period. Mr. Howard estimated that that the Commission could purchase the timber for \$2500 per acre. The Commission could realize some return on its investment in the property by contracting with a timber company for the harvesting of the trees on the property. Mr. Howard estimated that the Commission could receive up to \$1,000 per acre from a timber company.

Mr. Segars asked whether there any possibility that the Laurens County Airport Commission/Laurens County could purchase the referenced 20 acres from the Mr. Holsonback. Mr. Howard said that he has discussed a possible purchase with Mr. Holsonback and the sum of

\$200,000 was discussed as a starting price. Mr. Howard said that, in his opinion, the suggested price was too high and he discontinued the discussion. However, Mr. Howard did point out that there is apparently some interest on the part of the property owner to discuss an eventual sale.

Following some discussion, Mr. Segars made a motion that Mr. Howard approaches Mr. Holsonback with a proposal that the parties obtain a certified appraisal of the property to obtain an accurate fair market value. If Mr. Holsonback has established a price for the property that the Commission either deems to excessive or indicates that he does not wish to negotiate with the Commission, then Mr. Howard can proceed with the proposal for the purchase of the timber rights previously discussed. Mr. Harrington offered a second to the motion and the Commission approved the motion on a vote of 4-1. Mr. Mitchell voted in opposition.

**Review of FY 2018 budget:** The Chairman briefly reviewed the Commission's budget to this point of FY 2018. He said that the Commission is working within that budget and, to date, there have been no unforeseen circumstances affecting the spending plan.

### **Airport Projects**

**Pavement Project Phase 2 – Taxiway:** Chairman Wham said that the project has been closed out and the contractor, McCarthy Co., has sent the final billing documents to its corporate headquarters for processing. Once the Commission receives the final billing, the invoice will be paid and that information will be submitted to FAA for reimbursement to the Commission. The Commission will also be prepared to submit billings and canceled checks to the State Aeronautics Commission for state reimbursement. Closeout should be complete in the next few months.

**Pavement Project Phase 2 - Terminal Area:** This project totaled approximately \$260,000 and the Commission utilized two FAA grants and a SC Aeronautics grant to fund the project. The project calls for the expenditure of the FAA 2017 grant of \$150,000 for a portion of the project. The Commission will then use a portion of the FY 2018 FAA grant to complete the federal funding for the project. Chairman Wham said Laurens County agreed to fund the approximately \$114,000 to complete the project and the Commission will use a portion of the FY 2018 grant to reimburse the county. That project is nearing closeout and the contractor, also McCarthy, will submit documentation for final payment.

Drainage issue at the location where the parking lot ties into the ramp- The Commission has negotiated an agreement with DBI Services for a project to ease the drainage issue. The total cost of this project is \$29,335 and the Commission will have sufficient funds to complete the project under existing fund arrangements. A copy of a letter from DBI Services describing the scope and cost of this project is included as part of these Minutes.

**Airport Operations:** Airport Manager Bud Boyter reported that “all of the hangars” at the airport are occupied and the “mobile home” owned by the Commission is rented. Mr. Boyter also said that he is continuing to look into the construction of a 30 ft. by 40 ft. storage building. He said that he has received a proposal from a local contractor for \$34,000. He said that he is aware of a company in North Carolina that can construct a suitable structure for \$13,000. Mr. Boyter and Mr. Harrington agreed to visit the company in North Carolina to obtain more information.

**Maintenance Hangar Lighting:** Mr. Patterson said that he is looking into a proposal for the installation of a more efficient lighting system for that facility.

**DONATION TO TROOP AND PACK 339 ( Boy Scouts):** Chairman Wham reported that the Commission has donated \$150 to the referenced Scout Troop for their assistance during the recent SC Breakfast Club Fly-in.

**FINANCIAL SYSTEM UPDATE:** Chairman Wham introduced Ed Young, a local Certified Public Accountant, who is assisting the Commission in upgrading and improving its fiscal records and reporting system. In his briefing, Mr. Young said that he completed the task of establishing an on-line accounting system for the accurate accounting of income and expenses. Mr. Young will provide a monthly report to the Commission and a copy of the first month’s report is included as part of these Minutes.

### **NEW BUSINESS**

**Approval of 2019-2023 Airport Capital Improvement Plan (CIP):** In consultation with the Commission’s engineers, Chairman Wham has developed a CIP for the Laurens County Airport. The purpose of the CIP is to identify airport construction and planning projects for a five year period. Mr. Wham discussed several pending projects addressed in the plan and noted that the CIP is to be submitted to the regional FAA office by January 1, 2018. On a motion by Mr. Mitchell and a second by Mr. Harrington, the Commission agreed on a unanimous vote (5-0) to approve the CIP and to submit it to the FAA. A copy of the CIP is enclosed as part of these Minutes.

**APPROVAL OF A RECOMMENDATION FOR SELECTION OF AN AUDIT FIRM:** Chairman Wham reported that, for some time, the Commission has considered the selection of a qualified accounting firm to perform an audit of Commission finances. CPA Ed Young developed a Request for Proposal (RFP) for distribution to qualified firms. Four firms responded to the RFP and submitted proposals. A review committee, composed of Mr. Young, Chairman Wham, Laurens County Finance Director Lisa Kirk and Commission Member Ernie Segars reviewed the proposals and submitted individual ratings based on a uniform set of standards developed by Ms. Kirk. Based on those ratings, the committee agreed unanimously that the Commission

should award the contract to the Manley Garvin firm of Greenwood, SC. On a motion by Mr. Harrington and a second by Mr. Mitchell, the Commission agreed on a unanimous vote (5-0) to award a three-year contract for audits to the Manley Garvin firm.

**EXECUTIVE SESSION:** Contractual Matter- On a motion by Mr. Patterson and a second by Mr. Harrington, the Commission voted unanimously to go into Executive Session for a discussion of a contractual matter dealing with the potential establishment of an airplane maintenance service by a contractor at the Laurens County Airport. The Commission came back in public session at 7:45 p.m. and Chairman Wham reported that no action was taken but the Commission will continue to research the matter.

**South Carolina Aviation Association Annual Conference:** The Commission engaged in a brief discussion of the annual conference that will be held in February, 2018.

**Adjournment:** On a motion by Mr. Harrington and a second by Mr. Patterson, the Commission voted unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Ernest B. Segars, Commission Member



November 22, 2017

**Laurens County Airport**  
**3985 Torrington Rd**  
**Laurens, SC 29360**

Thank you for allowing DBi the opportunity to provide an estimate for the stormwater dry well project outlined below:

DBi will excavate an area approximately 20X 30X 4 and haul away all approximately 90 yards of excavated material (onsite dump location provided by airport). We will demo and remove one complete section of the concrete drive (to be hauled away in roll-off containers or dumped on site) and excavate a drainage trench approximately 125ft X 2 X 2 leading from the new basin to the existing drainage ditch located on the west side of the property. DBi will create a dry well system by installing geotextile fabric and 57 stone in the new basin with a 3" river pebble top layer. This new basin will drain thru 125ft of 6" PVC drain pipe. Both ends of this drain line will have perforated sections which will be covered with a filter sock system. The two existing down spouts from the neighboring metal hanger will be tied into an 8" pvc pipe and discharged into this same area. To complete the project, DBi will install a new concrete section (25X 6.6) to replace the section that was removed. Additionally, DBi will install a concrete curb along the west side of the new dry well (running along the drive way approximately 20 ft.) to direct the sheet flow of water and prevent vehicle traffic in this area. Any disturbed areas of turf will be seeded with a seasonal grass seed mix.

Total cost of project.....**\$29,335.00**

Should you have any questions or need any further information, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Johnson".

Jeff Johnson  
Division Manager  
813-267-4545

**WORLD HEADQUARTERS**

100 North Conahan Drive | Hazleton PA 18201-7355 USA | +1 570 459 1112 . 800 360 9333 | +1 570 459 0321

[www.dbiservices.com](http://www.dbiservices.com)

## George S. Wham

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**From:** George S. Wham [gswham@prtcnet.com]  
**Sent:** Thursday, November 30, 2017 12:21 PM  
**To:** 'Jeff Johnson'  
**Cc:** Andy Howard; Rob Russian ; Jamey Kempson; Andy Busbee  
**Subject:** FW: Laurens County Airport - Storm Water Drainage Project  
**Attachments:** Laurens Stormwater Proposal.pdf

Jeff,

We want to move ahead with the project as proposed as soon as possible. Andy (Paul) Howard (864-580-0576) will be your primary point of contact for the project. Rob Russian and I will also participate as needed. Andy Busbee (Michael Baker International) is also available to answer any questions.

You will need to invoice Laurens County directly for your work under the terms of your contract with SC Aeronautics. We will need a federal W-9 and workers comp insurance documentation along with your invoice for our records. Since this project will be partially funded under our federal grant, you will need to submit the necessary documentation to Jamey Kempson. He will share that with us.

Let me know if you have any questions. We look forward to continuing to working with you.

Regards,

Sammy

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**From:** Jeff Johnson [mailto:[jjohnson@dbiservices.com](mailto:jjohnson@dbiservices.com)]  
**Sent:** Wednesday, November 22, 2017 2:04 PM  
**To:** George S. Wham  
**Cc:** 'Kempson, Jamey'; 'Andy Howard'; 'Rob Russian '  
**Subject:** Laurens County Airport - Storm Water Drainage Project

Please see attached, stormwater proposal to address the drainage issues that we discussed. I will be out of the office until Monday morning, but I will follow up early next week to address any questions or concerns.

I hope you all have a restful and happy Thanksgiving.

Jeff

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**From:** George S. Wham [mailto:[gswham@prtcnet.com](mailto:gswham@prtcnet.com)]  
**Sent:** Monday, November 13, 2017 1:29 PM  
**To:** 'George S. Wham' <[gswham@prtcnet.com](mailto:gswham@prtcnet.com)>; Jeff Johnson <[jjohnson@dbiservices.com](mailto:jjohnson@dbiservices.com)>  
**Cc:** 'Busbee, Andy' <[ABusbee@mbakerintl.com](mailto:ABusbee@mbakerintl.com)>; 'Kempson, Jamey' <[jkempson@aeronautics.sc.gov](mailto:jkempson@aeronautics.sc.gov)>; 'Andy Howard' <[ahoward@co.laurens.sc.us](mailto:ahoward@co.laurens.sc.us)>; 'Rob Russian ' <[rrussian@co.laurens.sc.us](mailto:rrussian@co.laurens.sc.us)>  
**Subject:** RE: Laurens County Airport - Storm Water Drainage Project

**AIRPORT CAPITAL IMPROVEMENT PLAN**  
 FY 2019 - 2023 (including FY 2017 & FY 2018 for reference)

Last Updated: 11/29/2017

**LAURENS COUNTY AIRPORT (LUX)**

Fiscal Year	Description	Project Total Cost	Eligible Federal Share (90%)				Eligible State Share	Sponsor Share
			Carryover	Entitlements	Discretionary and/or State Apportionment	Total		
2017	CARRYOVER NPE FUNDS INTO FY 2017		\$0					
	AVAILABLE FEDERAL FUNDS FOR FY 2017 Terminal Area Landside Pvmts Rehab: Construction (Phase 1)	\$292,482	\$0	\$150,000	\$0	\$150,000	\$14,624	\$127,868
	ANNUAL TOTAL:	\$292,482	\$0	\$150,000	\$0	\$150,000	\$14,624	\$127,868
2018	CARRYOVER NPE FUNDS INTO FY 2018		\$0					
	AVAILABLE FEDERAL FUNDS FOR FY 2018 Terminal Area Landside Pvmts Rehab: Construction (Phase 2- Reimbursement) ALP Update (pen & ink change only), Grant Services, DBE Planning	\$0 \$37,500	\$0	\$150,000 \$113,234 \$33,750	\$0 \$0 \$0	\$150,000 \$113,234 \$33,750	\$0 \$1,875	-\$113,234 \$1,875
	ANNUAL TOTAL:	\$37,500	\$0	\$146,984	\$0	\$146,984	\$1,875	-\$111,359
2019	CARRYOVER NPE FUNDS INTO FY 2019		\$3,016					
	AVAILABLE FEDERAL FUNDS FOR FY 2019 Airfield Lighting Rehabilitation - Design, Bid, Grant Services, DBE Planning	\$136,000	\$3,016	\$150,000 \$119,384	\$0	\$153,016 \$122,400	\$6,800	\$6,800
	ANNUAL TOTAL:	\$136,000	\$3,016	\$119,384	\$0	\$122,400	\$6,800	\$6,800
2020	CARRYOVER NPE FUNDS INTO FY 2020		\$30,616					
	AVAILABLE FEDERAL FUNDS FOR FY 2020 Airfield Lighting Rehabilitation - Construction, Grant Services, DBE Planning	\$1,008,500	\$30,616	\$150,000 \$150,000	\$727,034	\$180,616 \$907,650	\$50,425	\$50,425
	ANNUAL TOTAL:	\$1,008,500	\$30,616	\$150,000	\$727,034	\$907,650	\$50,425	\$50,425
2021	CARRYOVER NPE FUNDS INTO FY 2021		\$0					
	AVAILABLE FEDERAL FUNDS FOR FY 2021 ALP Update (Full Planning Effort) (previous update performed in 2004)	\$200,000	\$0	\$150,000 \$150,000	\$30,000	\$150,000 \$180,000	\$10,000	\$10,000
	ANNUAL TOTAL:	\$200,000	\$0	\$150,000	\$30,000	\$180,000	\$10,000	\$10,000
2022	CARRYOVER NPE FUNDS INTO FY 2022		\$0					
	AVAILABLE FEDERAL FUNDS FOR FY 2022 Perimeter Safety/Security Fencing (+14,000 LF)-Design/Bid/Construct/Grants/DBE Land Acquisition in Approaches for Future Development	\$909,500 \$175,000	\$0	\$150,000 \$150,000 \$0	\$668,550 \$157,500	\$150,000 \$818,550 \$157,500	\$45,475 \$8,750	\$45,475 \$8,750
	ANNUAL TOTAL:	\$1,084,500	\$0	\$150,000	\$826,050	\$976,050	\$54,225	\$54,225
2023	CARRYOVER NPE FUNDS INTO FY 2023		\$0					
	AVAILABLE FEDERAL FUNDS FOR FY 2023 Jet-A Fuel Farm System (10,000 gallons) and Containment	\$150,000	\$0	\$150,000 \$135,000	\$0	\$150,000 \$135,000	\$7,500	\$7,500
	ANNUAL TOTAL:	\$150,000	\$0	\$135,000	\$0	\$135,000	\$7,500	\$7,500
	CARRYOVER NPE FUNDS INTO FY 2024		\$15,000					