

**LAURENS COUNTY AIRPORT COMMISSION  
MEETING MINUTES  
NOVEMBER 30, 2020  
CONFERENCE ROOM  
LAURENS COUNTY ADMINISTRATION BUILDING**

**Members Present:** Rick Snipes, Commission Chairman; and Commission Members Bob Harrington, Dickie Patterson, Ernie Segars and George S. Wham, via electronic means

**Staff Present:-** Bud Boyter, Airport manager; and Andy Howard, county staff

**Call to Order:-** LCAC Chairman Rick Snipes called the November 30, 2020 meeting of the Commission to order at 6 p.m. in the Conference Room of the Laurens County Administration Building.

**Approval of the Agenda:-** Mr. Wham said that he had two (2) administrative matters that he wanted to add to the published agenda. On a motion by Mr. Segars and a second by Mr. Harrington, the Commission approved the amended agenda on a unanimous vote.

**Approval of Minutes of the August 10, 2020 meeting of the LCAC:-** On a motion by Mr. Harrington and a second by Mr. Patterson, the Commission approved the referenced Minutes on a unanimous vote.

**Financial Reports:-** On a motion by Mr. Segars and a second by Mr. Patterson, the Commission agreed on a unanimous vote to approve the following financial reports previously distributed to Commission members.

- 1.) Audit Report for FY 2019-2020 prepared by Manley Garvin , CPA's
- 2.) LCAC Financial reports- September 30, 2020
- 3.) Laurens County Airport Budget- September 30,2020

All of these reports will be retained as permanent files by LCAC.

**OLD BUSINESS**

**FAA FY19 Project and Grant:-** This project involves engineering, planning and bidding for a major upgrade of the lighting at the airport. Mr. Wham said that he and Laurens County Director of Finance Lisa Kirk had prepared and submitted documentation to FAA for the reimbursement to the county of \$109,923.66 for the project. Andy Howard said that the submission constitutes most of the funding for the project.

**FAA FY 20 Project and Grant:-** This project involves the actual upgrade of airport lighting. Mr. Howard said that material have been ordered and should be on sight for the project to begin in January, 2021. This project totals \$640,864 in federal, state and local funds.

**Airport Layout Plan Update (Terminal Area Plan):** - Mr. Howard said concentrated efforts on this plan have been delayed because of the emphasis on plans for a new airport terminal building that will be part of the Capital Projects Sales Tax (CPST) program in Laurens County.

**New Airport Terminal Building (CPST) :-** Mr. Howard said the construction of a new terminal building will be included in a \$35 million CPST program to be instituted in Laurens County in the coming months, the \$1.3 million project will be funded through the following means:

- 4.) \$500,000 in CPST funds
- 5.) \$500,000 in a grant from the South Carolina Aeronautics Commission
- 6.) \$300,000 from FAA

Mr. Howard said county staff is currently working on plans for scheduling and financing the various projects to be funded with CPST funding. He said that LCAC will need to develop a Committee within its membership to assist with the project.

### **AIRPORT OPERATIONS REPORT**

**Maintenance Hangar and T-Hangars Roof Repairs:-** Airport Manager Boyter reported that all of the T-hangars at the airport are currently rented. He said that the roof at the maintenance hangar has been repaired. Mr. Boyter said he has received a bid from a roofing company to repair leaks in the roofs of several T-hangars. The bid for \$7,000 also calls for the sealing of skylights built into the hangars that currently leak. He said that a better solution would be the removal of all the skylights and filling those areas with metal roofing material. At a previous meeting, LCAC had approved the spending of to \$10,000 for the roof repair project. Mr. Boyter said he believes there should be sufficient funding available in that allocation to allow for the replacement of the referenced skylights. Mr. Boyter said he will proceed with that plan.

**Rental Home:-** Mr. Boyter said there are ongoing problems with the heating and air conditioning systems at the rental home owned by LCAC. On a motion by Mr. Harrington and a second by Mr. Patterson, LCAC voted unanimously to authorize Mr. Boyter to obtain prices for the replacement of the referenced systems.

**Administrative Update:-** Mr. Wham said the LCAC should look into the process of renewing the Commission's membership in the South Carolina Aeronautics Association. Chairman Snipes said he will renew the membership immediately. Also, LCAC will insure that the Commission's bonding insurance is paid for and continued through a local insurance company.

Mr. Wham also referenced discussions by members of Laurens County Council concerning county boards and commissions whose members are appointed by County Council. Council is currently considering an ordinance that will require that terms of Board and Commission members coincide with the terms of Council members who make the appointments.

**Approval of Airport Capital Improvement Plan FY 2022-2026:-** On a motion by Mr. Harrington and a second by Mr. Segars, LCAC unanimously approved the referenced plan. Staff will submit the plan to Laurens County Council and Council will forward the plan to FAA. A copy of the document is part of the permanent file of LCAC.

On a motion by Mr. Segars and a second by Mr. Harrington, LCAC agreed on a unanimous vote to adjourn the meeting at 7 p.m.

Respectfully submitted,

Ernie Segars  
LCAC Secretary