



Moore County Airport Authority
Tuesday, August 14th, 2018
Public Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting began at 10:00 a.m. on August 14th, 2018 in the Moore County Airport Terminal Conference Room.

Authority Members Present: Tom McPherson, Chairman
Mike Jones, Secretary/Treasurer
Pat Corso, Member
Bob Zschoche, Member

Authority Members Absent: (None)

Authority Members Present Participating Electronically: Barry Lerman, Vice Chairman

Staff Present: Ron Maness, Airport Manager
Bobbie Cox, Operations Director
Crystal Meyers, Administrative Assistant
Jane Lone, Finance Administrator
Gale Vencill, Finance Assistant

Others Present: Amy McLane, Talbert & Bright, Inc.
Bob Deem, Total Flight Solutions
Charles Mirman
Robert Kroll
John May, Attorney
Bob Klug, Pinehurst Realty
Jack Cramer, Pinehurst Realty
Ted Owens

CALLED TO ORDER

A. Opened Session

1. Airport Authority Chairman, Tom McPherson, opened public session.

B. Closed Session

1. *I hereby move that, pursuant to [N.C.G.S. 143-318.11(a)(5)], the board meet in closed session for the purpose of establishing or instructing the staff or agent concerning the negotiations of the amount*

of compensation or other terms of an employment contract.

C. Pledge of Allegiance was led by Chairman, Tom McPherson.

D. Chairman's Announcement

1. Chairman, Tom McPherson, explained the August meeting would be the end of term for member, Bob Zschoche. The Airport Authority expressed their appreciation to member, Bob Zschoche, for his service to the Airport and the Authority.

E. Additional Agenda Items Requested:

1. Reimbursable Resolution for the Master Plan Grant.
2. Reimbursable Resolution for the Storm Drain Pipe Inspection Grant, Phase II.
3. Formal request to approve a compensation adjustment for Airline Training Consultants, LLC, Ron Maness, Airport Manager.

F. Conflict of Interest Inquiry was made by Chairman, Tom McPherson.

(None)

G. Approval of Agenda Presented

1. Authority members reviewed the proposed meeting Agenda, to include the additional agenda items listed above.
 - By consensus, the Authority approved the Agenda as presented and the included additional agenda items listed above.

H. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented: July 10th, 2018.
 - Upon motion made by Secretary, Mike Jones, and seconded by member, Bob Zschoche, the Authority voted 5 to 0 to approve the July 10th, 2018 Moore County Airport Authority Meeting Minutes.

I. Public comments

(None)

J. Presentations/Guest Speakers /Oaths of Office

1. Chairman, Tom McPherson, administered the Oath of Office to newly appointed Finance Officer, Airport Authority Secretary/Treasurer, Mike Jones.
 2. Amy McLane, Talbert & Bright, provided a brief update on the following projects:
 - ~ Informed the Authority the Airfield Storm Drain & Pipe Rehabilitation Construction Phase Work Authorization will be provided for review, upon which the Grant Application will be submitted.
 - ~ Explained the scope of work for the STI Project, Hangar Taxiway/Access Road is underway and expected to be submitted within the next couple of weeks.
- Airport Manager, Ron Maness, explained the Master Plan Project meeting with

NC DOA to discuss the IFE and Talbert & Bright's proposal has been rescheduled until Monday, August 20th, 2018. No other updates are available at this time.

K. Public Hearing

(None)

L. Report Inquiries

1. The Authority members reviewed/heard the following reports listed below:

○ Airport Manager Reported:

- 1) Mr. Maness provided a review of the progress on the Old Terminal Building Renovation.
- 2) Reported attending the NCAA/NC DOA Airport Leadership & Management Training on Airport Rules, Regulations, Minimum Standards and Legal Issues in Charlotte with Secretary, Mike Jones. Mr. Maness indicated Mr. Keith Merritt's presentation was very beneficial.
 - Mr. Jones suggested the Moore County Airport Minimum Standards be updated and recommended sending our current policy to Keith Merritt for review.
- 3) Informed the Authority of the resignation of CSR, Ed Zerbe, and announced his replacement Meagan Larimer.
- 4) Reported Scout, Thomas Clark, has completed the observation area and would like to visit the Airport upon receiving his Eagle Scout for this project to express his appreciation.
- 5) Provided an overview of the meeting between the Public Schools, Authority members, Pat Corso & Mike Jones, and the Airport Manager, Ron Maness. Discussed were the goals to be more involved at the local High Schools to promote Aviation in the Community.
 - Member, Pat Corso, recommended the Airport Authority designate a Business Advisory Committee to engage, and remain engaged, with the Aviation Education Program/Projects.
- 6) Reported 15 enrollments into the Fall Semester of the Sandhills Community College Professional Pilot Program.
- 7) Additional Comments/Questions from Authority:
 - Secretary, Mike Jones, inquired about the upcoming zoning hearing on the Carolinas. Mr. Maness indicated he would attend.
 - Member of the Public, Ted Owens, indicated the FAA incorporated a regulation that can be added to Property Deeds to inform potential buyers the residence is located near an Airport and the increased potential for noise.
 - Chairman, Tom McPherson, indicated he would also attend the meeting.

○ Financial Report:

- 1) Chairman, Tom McPherson, requested the financial report include budgets, variance of budgets, capital expenditures, and any additional assets that will be placed on the balance sheet.

○ Operations Report:

- 1) Operations Director, Bobbie Cox, gave status report of the projects listed in his report and they are on-going.

M. Unfinished Business

1. The Authority considered a request to remove the provision of the 2006 Harris Teeter Shopping Center Deed of Easement.
 - Upon motion made by Chairman, Tom McPherson, to authorize and direct the Airport Manager to approach the FAA, informally and formally, to determine what would be required to gain approval of the Southern Pines Dedication and Reverter Subordination (D&S) of the relevant portions of Parcel 0041672; with adherence to the following guidelines:
 - 1) A formal contract will be signed whereby Mill Creek Partners (either entity) agrees to (i) pay all Moore County Airport costs directly related to the Dedication and Subordination, (ii) pay all payments required by the FAA, and (iii) annually fund \$5000 in scholarships (paid to the Airport) for Aviation students each year for five years starting upon the D & S approval;
 - 2) Informal support of the Moore County Commissioners;
 - 3) Upon completion of Mill Creek Contract, the Airport Manager and Authority Chairman (or land use committee) will function as the FAA contact and shall jointly initiate communication with the FAA;
 - 4) Acquire approval from the FAA as a prerequisite to the Authority approval of the D&S;
 - 5) Formal approval support of the County Commissioners;
 - 6) Request final approval for the D&S from the Moore County Airport Authority at a regular scheduled meeting upon completion of the above mentioned guidelines and absent any additional considerations being required or necessary,and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the aforementioned motion.
 - Attorney, John May, indicated the proposal by the Authority will be reviewed and considered by the requesting parties and a decision will be provided to the Authority at a regular meeting in a timely manner.

N. New Business

1. The Authority reviewed and considered the proposed amended 2018/2019 Budget Ordinance.
 - Upon motion made by Secretary, Mike Jones, and seconded by member, Pat Corso, the Authority voted to 5 to 0 approve the amended 2018/2019 Budget Ordinance which indicates an increase of up to \$15K the Airport Manager has the approval to sign and approve on expenditures.
 - 1) Member, Bob Zschoche, requested the Amendment to the Budget Ordinance be indicated within the document.
2. A request to formally approve of a Budget Amendment to carry forward funds previously approved for an Airport Project that began in the last fiscal year and was completed in the current fiscal year, in the amount of \$11,300.00.
 - Upon motion made by member, Pat Corso, and seconded by member, Bob Zschoche, the Authority voted 5 to 0 to approve the Budget Amendment to carry forward funds previously approved for an Airport Project that began in the last fiscal year and was completed in the current fiscal year in the amount of \$11,300.00.

3. The Authority considered a formal request to reclassify and approve a Budget Amendment for the two current Part-Time Customer Service Representative (CSR) Resource positions to Part-Time CSR w/partial benefits.

- Upon motion made by member, Pat Corso, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the reclassification of the two Part-Time Resource CSR's to Part-Time with partial benefits.

O. Additional Agenda Items

1. The Authority considered a Reimbursable Resolution for the Master Plan Grant.

- Upon motion made by Secretary, Mike Jones, and seconded by member, Bob Zschoche, the Authority voted 5 to 0 to approve the Reimbursable Resolution for the Master Plan Grant.

2. The Authority considered a Reimbursable Resolution for the Airfield Storm Drain & Pipe Inspection Rehabilitation Grant, Phase II.

- Upon motion made by Secretary, Mike Jones, and seconded by member Bob Zschoche, the Authority voted 5 to 0 to approve the Reimbursable Resolution for the Airfield Storm Drain & Pipe Inspection & Rehabilitation Project.

3. The Authority considered a formal request to approve a compensation adjustment for Airline Training Consultants, LLC, Ron Maness, Airport Manager.

- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve a compensation adjustment for Airline Training Consultants LLC., Ron Maness, Airport Manager, not to exceed \$83,520.00.

annual total

P. Announcements/Comments

1. The Moore County Airport Authority meeting will be held Tuesday, September 11th, 2018 at 10:00 a.m. in the Terminal Conference Room at the Moore County Airport.

Q. Adjournment

1. Chairman, Tom McPherson adjourned Open Session.


Thomas McPherson, Chairman
Moore County Airport Authority


Mike Jones, Secretary
Moore County Airport Authority