



**Moore County Airport Authority**  
**Tuesday, January 10<sup>th</sup>, 2017**  
**Board Meeting – 10:00 a.m.**  
**Minutes**

The Moore County Airport Authority Meeting was held on January 10<sup>th</sup>, 2017 at 10:00 a.m. at the Moore County Airport Terminal Conference Room, Carthage, NC.

**Authority Members Present:** Bob Zschoche, Chairman  
Barry Lerman, Vice Chairman  
Mike Jones, Treasurer/Secretary  
George Parker, Member

**Authority Members Absent:** (None)

**Staff Present:** Greg Hudson, Executive Director  
Bobbie Cox, Operations Director  
Kristin Klug, Finance Administrator  
Crystal Meyers, Administrative Assistant

**Others Present:** Amy McLane, Talbert & Bright, Inc.  
Stephen Later, Attorney

**CALL TO ORDER**

**A. Open Session**

**B. Closed Session**

1. Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to enter Closed Session.
  - Pursuant to [N.C.G.S. 143-318.11(a) (5)], the Board met in closed session to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract. (Subject: Requirements for Airport Attorney & Aircraft Maintenance Services)
  - and to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee pursuant to [N.C.G.S. 143-318.11(a) (6)]. (Subject: Recruitment of permanent Executive Director & Personnel Performance)
  - and to establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property, pursuant to [N.C.G.S. 143-318.11(a) (5)]. (Subject: Property Negotiations for Future Economic Development)

*(Closed Meeting Minutes – Separate Document)*

- C. Reconvening of Open Session (10:00 a.m.)**
1. Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to return to Open Session.
- D. Pledge of Allegiance was led by Chairman, Bob Zschoche**
- E. Conflict of Interest Inquiry was made by Chairman, Bob Zschoche**
1. *(None)*
- F. Approval of Agenda Presented**
1. By consensus, all Authority members were in agreement of the meeting Agenda as presented.
- G. Approval of Previous Meeting Minutes**
1. Moore County Airport Authority Meeting Minutes, December 13<sup>th</sup>, 2016.
    - Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to approve the Moore County Airport Authority December 13<sup>th</sup>, 2016 Meeting Minutes.
- H. Public comments**
1. *(None)*
- I. Presentations/Guest Speakers**
1. Amy McLane, with Talbert & Bright, Inc., provided the preliminary findings of the Airfield Storm Drain Pipe Inspection, while awaiting the final report. Ms. McLane stated the initial findings indicate some potential problems with the storm drain line. A full report is expected at the February 14<sup>th</sup>, 2017 Airport Authority Meeting.
- J. Public Hearing**
- (None)*
- K. Report Inquiries – The following reports were provided to the Authority Members.**
1. The board members had no questions or comments.
    - Financial Report - (100LL Comparison) (Jet A Comparison)
    - Director's Report
    - Operation's Report
    - Flight Center Report
- L. Unfinished Business**
1. Approved a Budget Amendment for bonus distribution.
    - Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, George Parker, the Authority voted 4 to 0 to approve the Budget Amendment for Bonus distribution.
  2. Considered upgrades for Flight Center Aircraft.
    - Executive Director, Greg Hudson, informed the board quotes had been requested and a full evaluation of the Aircrafts necessary upgrades will be assessed, with a recommendation prepared for the board upon completion.

- Chairman, Bob Zschoche, suggested the Executive Director consider all public comments as part of the Aircraft upgrade evaluation.
3. Considered “wet rate” and “dry rate” pricing options for the Flight Center Aircraft.
    - The Authority determined the wet rate pricing will remain in effect at this time.
    - The Authority concluded, by consensus, that the Airport Director has the authority to adjust the pricing for special customers and special circumstances, as he concludes is in the best interest of the Airport and the Community.
  4. Receive Airport Security System Status Report.
    - Executive Director, Greg Hudson, stated the Security Companies have been contacted to perform a Security Evaluation of Airport. Research is being conducted and a recommendation will be provided to the board upon completion.
  5. Discussed additional efforts to improve the EAA, Young Eagles Event.
    - Secretary/Treasurer, Mike Jones, presented a marketing proposal that included the Young Eagles Event, an observation platform, a website upgrade, social media efforts, and added community events. The board suggested action on the suggested items to begin with funds currently in the budget. Additional funding options will be considered at the next budget meeting.

**M. New Business**

1. Determined the percentage of COLA to award to the staff.
  - Upon motion made by Chairman, Bob Zschoche, and seconded by member, George Parker, the Authority voted 4 to 0 to approve a 2% COLA increase for all Airport Staff.
  - Future discussion is planned to determine a new process for Personnel COLA/Merit/Performance Pay Increases to coincide with the FY Budget.
2. Considered upgrade of the Airport’s Telephone System.
  - The Authority suggested postponing considerations until the February 14<sup>th</sup>, 2017 Authority Meeting to conduct further research on all options available and to receive the quotes for upgrades requested from other providers.
3. Considered renewing the First Bank CD.
  - Upon motion made by Chairman, Bob Zschoche, and seconded by member, George Parker, the Authority voted 4 to 0 to renew the First Bank CD.
4. Considered proposed FY 2017/2018 Budget Schedule.
  - The Authority concurred with the proposed FY 2017/2018 Budget Schedule.
5. Considered branding/marketing efforts.
  - Covered in an earlier discussion during the Authority meeting.

**N. Additional Agenda Items**

1. Approval to retain Attorney, Stephen Later, with Robbins, May & Rich, LLP.
  - o Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to retain Attorney, Stephen Later.
2. Considered proposed Contract with Sanford Aircraft Maintenance Services.
  - o Upon motion made by Chairman, Bob Zschoche, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to approve the substance of the contract, pending further review by the Airport Authority Attorney, Stephen Later.
3. Member, George Parker, requested a status report on the Sandhills Community College Career Pilot Program at the next Authority Meeting in February 2017.

**O. Additional Public Comments/Announcements**

1. The Moore County Airport Authority meeting will be held at 10:00 a.m. in the Department of Social Services Conference Room located at 1036 Carriage Oaks Road, Carthage, North Carolina, on Tuesday, February 14<sup>th</sup>, 2017, immediately followed by the Airport Authority Retreat and continued at 9: a.m. on Wednesday, February 15<sup>th</sup>, 2017.

**P. Recessed Open Meeting/Re-entered Closed Session**

1. Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to return to Closed Session.

**Q. Returned to Open Session**

1. Upon motion made by Vice Chairman, Barry Lerman, and seconded by Chairman, Bob Zschoche, the Authority voted 4 to 0 to adjourn Closed Session and return to Open Session.

**R. Adjournment**

1. Chairman, Bob Zschoche, adjourned the meeting.

  
Bob Zschoche, Chairman  
Moore County Airport Authority

  
Michael Jones, Secretary  
Moore County Airport Authority