



Moore County Airport Authority
Tuesday, May 14th, 2019
Public Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting began at 10:00 a.m. on Tuesday, May 14th, 2019 in the Moore County Airport Terminal Conference Room.

Authority Members Present: Tom McPherson, Chairman
Barry Lerman, Vice Chairman
Don Delauter, Member
Pat Corso, Member
Mike Jones, Secretary/Treasurer

Authority Members Absent: (None)

Authority/Staff Present Ron Maness, Airport Manager
Participating Electronically:

Staff Present: Bobbie Cox, Operations Director
Jane Long, Finance Administrator
Crystal Meyers, Administrative Assistant

Others Present: Phil Greene, Total Flight Solutions
Ted Owen
Charles Mirman

CALLED TO ORDER

A. Opened Session

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

B. Closed Session (9:30 a.m.) – Staff excused from Meeting by Authority Chairman, Tom McPherson. Closed Session Minutes drafted by Secretary, Mike Jones.

1. Pursuant to **[N.C.G.S. 143-318.11(a) (5) (ii)]**, the Authority will meet to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract. Discuss contract terms to secure legal representation.
2. 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) (i)]**. Discuss contract terms for acquisition of property potentially located

in the RPZ.

3. *And to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of **Chapter 132 of the General Statute**, pursuant to **[N.C.G.S. 143-318.11(a)(1)]**. Consideration of furnished proposal pertaining to the Frye property.*
4. *And to discuss matters relating to the location or expansion of business in the area served by this body pursuant to **[N.C.G.S. 143-318.11(a) (4)]**. Hear proposal for potential restaurant.*

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

D. Additional Agenda Items Requested

1. Schedule Strategic Planning Review.
2. Discuss Aviation Club at Local High School(s).

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

(None)

F. Approval of Agenda

1. Upon motion made by Vice Chairman, Barry Lerman, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Agenda, including the additional items listed above, Item D.

G. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented: April 9, 2019.
 - Upon motion made by member, Don Delauter, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve the April 9th, 2019 Authority Meeting Minutes.

H. Public comments

(None)

I. Closed Session Action Items

1. *Pursuant to **[N.C.G.S. 143-318.11(a) (5) (ii)]**, the Authority will meet to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract. Discuss contract terms to secure legal representation.*
 - Upon motion made by Secretary Mike Jones, and seconded by member, Pat Corso, the Authority voted 5 to 0 to accept the contract with Attorney, John May.
2. *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) (i)]**. Discuss contract terms for acquisition of property potentially located in the RPZ.*
 - Upon motion made by Secretary Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to authorize Airport Manager, Ron Maness, to purchase Lot # 00033544 and to explore funding sources, including NPE Funding.

3. Airport Property

- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to not sell the property due to FAA encumbrances.
- 4. *And to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of **Chapter 132 of the General Statute**, pursuant to **[N.C.G.S. 143-318.11(a)(1)]**.* Consideration of furnished proposal pertaining to the Frye property.
 - Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, Don Delauter, the Authority voted 5 to 0 to authorize Airport Manager, Ron Maness, to move forward with the Memorandum of Understanding as outlined.
- 5. *And to discuss matters relating to the location or expansion of business in the area served by this body pursuant to **[N.C.G.S. 143-318.11(a) (4)]**.* Hear proposal for potential restaurant.
 - No action.

J. Presentations/Guest Speakers

1. Total Flight Solutions, Phil Greene, requested a status report on the Airport's Minimum Standards review. Mr. Greene reported to the Authority witnessing unauthorized Flight Training & Maintenance being performed on the Airfield from a provider(s) not in compliance with the Airport's current minimum standards.
 - Airport Manager, Ron Maness, provided an update on the Minimum Standards Review with Attorney, Keith Merritt. Mr. Maness indicated, to date, there hasn't been much progress made by Mr. Merritt. Mr. Maness suggested an invitation be extended to Mr. Merritt to visit the Airport and for a discussion on the issue.
 - Member, Don Delauter, suggested the Airport continue to enforce our current minimum standards while the review is underway, to develop an enforcement mechanism based on the current Minimum Standards.
 - Chairman, Tom McPherson, requested Airport Manager, Ron Maness, include Minimum Standards Enforcement Items on the Monthly Agenda.
 - Chairman, Tom McPherson, suggested another consultant be utilized if no response from Attorney, Keith Merritt, is provided within the next week. By consensus, the Authority agreed.

K. Public Hearing (None)

L. Report Inquiries/Comments/Action Items

1. The Authority members reviewed/heard the following reports listed below:
 - Airport Manager, Ron Maness, reported:
 - Peter Stilwell will have a final 2019 Festival D'Avion overview for the Authority at the June 2019 Meeting. In addition, Mr. Stilwell is

considering other dates to host the 2020 Festival and will follow up with the Authority on this consideration.

- A positive outcome of the recently hosted Young Eagles Event.
 - A base customer, Jim Fisher, will be hosting an event at his Hangar Memorial Day Weekend.
 - The old Terminal Building renovations is wrapping up. There were several issues not anticipated that put the project over budget.
 - A couple of potential builders will be visiting the Airport within the next few weeks to provide quotes for Hangar Development.
 - Chairman, Tom McPherson, requested continued discussion at the June Authority Meeting on funding options for Hangar Construction.
 - Updates on the Master Plan, Storm Drain Rehabilitation, Service Road & Taxiway, and Strategic Plan Projects.
 - After review of the current Hangar rates, finding the rates haven't changed for 3 years, informed the Authority he will implement a 10% increase to be effective July 1, 2019.
- Financial Report was presented and summarized by Airport Manager, Ron Maness.
 - The Authority had no inquiries/comments/action items.
 - Operations Report was summarized by Operations Director, Bobbie Cox.
 - The Authority had no inquiries/comments/action items.

M. Unfinished Business

1. Requested formal approval of the Amended Storm Drain Rehabilitation Work Authorization, pending DOA Approval.
 - Upon motion made by Secretary, Mike Jones, and seconded by Chairman, Tom McPherson, the Authority voted 5 to 0 to approve the Amended Storm Drain Rehabilitation Work Authorization, pending DOA approval.
2. Requested formal approval of the Change Order with Step Construction authorizing the second lining.
 - Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, Don Delauter, the Authority voted 5 to 0 to approve the Change Order with Step Construction authorizing the second lining and the increased local match amount of \$25,789.
3. Final determination on the request from Sandhills Community College to utilize the EMS Building for the continuing education program.

- By consensus, the Authority agreed to decline Sandhills Community College request to utilize the current EMS Building for the Continuing Education Program.

N. New Business

1. The Authority considered their options on how to utilize the 2019 NPE Funds.
 - By consensus, the Authority agreed to bank the funds at this time.
2. Request formal approval to assign P-Cards to Administrative Staff with a \$5K monthly limit/\$2K per transaction per card, to increase the Operations Director current P-Card limit to \$10K with a \$5K per transaction limit.
 - Upon motion made by Secretary, Mike Jones, and seconded by member, Don Delauter, the Authority voted 5 to 0 to approve assigning P-Cards to Administrative Staff with a \$5K monthly limit/\$2K per transaction per card, to increase the Operations Director current P-Card limit to \$10K with a \$5K per transaction limit.
3. Formal request to adopt the County of Moore Purchasing Policy, complying with N.C.G.S. 143-131 Dollar Thresholds.
(MC-Purchasing Policy & Procedure, Pg. 11, Section X: Competitive Bidding, Item B: Informal Bidding)
 - Upon motion made by Chairman, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve continued compliance with the Moore County Purchasing Policy, with exception that the formal and informal bidding comply with NC G.S. 143-129 and 143-131 for the dollar thresholds.

O. Additional Agenda Items

1. The Authority considered scheduling a time to review the Strategic Plan Project's Progress.
 - By consensus, the Authority agreed to allow additional time during June's regular Authority Meeting to review the Strategic Plan Project and to invite Mr. Robert Gray to attend and provide a Status Report.
2. Secretary, Mike Jones, requested the Airport initiate an Aviation Club at the Local High School(s).
 - By consensus, the Authority agreed to entertain the idea and requested more details be provided for further discussion and consideration.
 - Member of the Public, Ted Owens, offered information to the Authority regarding a similar endeavor. Chairman, Tom McPherson, requested the Airport Manager to circulate the information offered by Mr. Owens to the Airport Authority Members.

P. Announcements/Comments

1. Chairman, Tom McPherson, requested an update on the actions items from the Annual Authority Meeting be included during the June Authority Meeting.
2. The Moore County Airport Authority meeting will be held Tuesday, June 11th, 2019

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