



Moore County Airport Authority
Tuesday, November 14th, 2017
Board Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting was held on November 14th, 2017 at 10:00 a.m. at the Moore County Airport Terminal Conference Room.

Authority Members Present: Bob Zschoche, Chairman
Barry Lerman, Vice Chairman
Pat Corso, Member
Tom McPherson, Member

Authority Members Absent: (None)

Authority Members Present Participating Electronically: Mike Jones, Treasurer/Secretary

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

Others Present: Dr. John Dempsey, Sandhills Community College
Dr. Rebecca Roush, Sandhills Community College
Steve Bright, Talbert & Bright
Amy McLean, Talbert & Bright
Robert Kroll
Charles Mirman
Jim Epting
Phil Greene, Total Flight Solutions
Jack Stevens
Alan Kane
Ken Haenlein
Mary Kate Murphy, The Pilot Newspaper

CALLED TO ORDER

- A. Opened Session**
- B. Pledge of Allegiance was led by Chairman, Bob Zschoche .**

C. Conflict of Interest Inquiry was made by Chairman, Bob Zschoche.

(None)

D. Approval of Agenda Presented

1. By consensus, all Authority members present were in agreement with the proposed meeting Agenda to include the following additions:
 - o Chairman, Bob Zschoche, proposed a discussion on the Airport's Master Plan Project be added.
 - o Chairman, Bob Zschoche, requested an Economic Development discussion be added to the Closed Session agenda.

E. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes: October 10, 2017.
 - o Upon motion made by Vice Chairman, Barry Lerman, and seconded by member Tom McPherson, the Authority voted 4 to 0 to approve the October 10, 2017 Moore County Airport Authority Meeting Minutes.

F. Public comments

1. Customer, Jim Epting, expressed his appreciation of Airport Manager, Greg Hudson, and the Moore County Airport Staff for their helpfulness and assistance during a difficult time.

G. Presentations/Guest Speakers

1. Dr. John Dempsey, Sandhills Community College: Professional Pilot Degree Program.
 - o Dr. Dempsey asked the Authority to consider a one or two year grant of \$20K to \$25K to off-set the upfront costs to Sandhills Community College for the Professional Pilot Program. Dr. Dempsey explained to the Authority the program costs well exceed costs of other offered programs and asked that their consideration be extended to Total Flight Solutions in offering discounts to the school to assist in off-setting the cost to the student.
 - o The Authority requested additional time to further consider their options of support before committing to Dr. Dempsey's request. Chairman, Bob Zschoche, requested this item be moved to the December Agenda for consideration once the details are finalized.

H. Public Hearing

(None)

I. Report Inquiries

1. The Authority members had questions/comments on the provided reports listed below:
 - o Financial Report - (100LL Comparison) (Jet A Comparison)

- Member, Tom McPherson, requested the gross margins on fuels.
 - Finance Administrator, Jane Long, explained the Airport has set margin goals of approximately \$1.00 on Jet A and a percentage on 100LL based on retail prices, that have not been met do to the multiple discounts that are provided to base customers, contract fuels, etc...
 - Airport Manager, Greg Hudson, stated our margin goal is approximately 23%. The staff stated the actual numbers would be provided to the Authority once the actual margins have been calculated.

- Director's Report
 - *(None)*
- Operation's Report
 - *(None)*

J. Unfinished Business

1. The Authority considered the revision to the Airport Minimum Standards Policy which redefined the standards that relates to current Airport Operations.
 - Secretary, Mike Jones, stated he believed the policy to be too extensive and needed to be simplified.
 - Upon motion made by member, Tom McPherson, and seconded by member Pat Corso, the Authority voted 3 to approve, 1 opposed, and 1 abstention, to the revised Airport Minimum Standards. Those approved: Chairman, Bob Zschoche; member, Pat Corso; and member, Tom McPherson. Those opposed, Secretary/Treasurer, Mike Jones. Those abstained, Vice Chairman, Barry Lerman.
2. The Authority considered the revised Special Events Policy reflecting changes recommended by the Airport Attorney allowing the purchase of alcoholic beverages during Special Events being held at the Airport.
 - Chairman, Bob Zschoche, asked of all in favor. The Authority members voted 4 to 1 to approve the revised Special Events Policy. Those opposed, Secretary, Mike Jones, stating the policy was extensive and should be simplified.
3. Discussed Strategic Planning options and Airport Projects lead by Amy McLane, Talbert & Bright Engineering Firm.
 - Talbert & Bright, Inc. (TBI) provided the Authority with an update on the status of Airport projects, specifically the Master Plan/Strategic Plan and the Airfield Storm Drain Rehabilitation Projects. TBI recommended moving forward with design, bidding, and environment review services in order to be competitive for discretionary funding through the Division of Aviation for the Storm Drain Project and requested approval of the Work Authorization. TBI also recommended the Authority fund the project up front and request reimbursement from the Grant.
 - Upon motion made by member, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted to 5 to 0 approve the Work

Authorization No. 17-01 pending final review and approval by the Division of Aviation.

- TBI stated the State is supporting the Master Plan Project and requested guidance and direction from the Authority regarding their vision and future goals for the Airport.
 - Member, Pat Corso, stated the highest and best use of this Asset is the question the Authority would like to have answered.
 - Vice Chairman, Barry Lerman, stated he would like to see the Airport be relevant to the community and to continue to improve on all aspects the Airport has to offer.
 - Secretary, Mike Jones, recommended obtaining an outside source in our strategic planning.
 - Member, Tom McPherson, stated his thoughts were to utilize TBI to assist in obtaining a qualified source to carry out the strategic planning project for the Airport.
 - Vice Chairman, Barry Lerman, stated in his opinion, the Authority should fund and move forward now with strategic planning, rather than wait for funding.
 - Chairman, Bob Zschoche, inquired of TBI if strategic planning could be a reimbursable project. TBI stated they would need to inquire into that suggestion. Mr. Zschoche stated he agreed with Mr. Lerman to move forward now with Strategic Planning with Airport funds.
 - The Authority requested TBI to begin to scope a strategic plan for review and consideration before making a decision to move forward with funding the Airport Strategic Plan.

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K. New Business

(None)

L. Additional Agenda Items

1. The Authority scheduled a Planning Meeting to be held on Friday, January 5th, 2018 at 9:30 a.m., location to be determined.
2. An announcement of electronic participation in the monthly Airport Authority meetings is now available to all members of the public, staff, and public.

M. Announcements/Comments

1. The Moore County Airport Authority meeting will be held at 10:00 a.m. at the Airport Terminal Conference Room, Carthage, North Carolina, on Tuesday, December 12th, 2017
2. Announce the Moore County Airport Customer Appreciation Luncheon will be held immediately following the Authority Meeting on December 12th, 2017. Please RSVP with Crystal Meyers if planning to attend.

3. Chairman, Bob Zschoche, recessed the open meeting to enter Closed Session.

N. Closed Session

1. *Pursuant to N.C. Gen. Stat. § 143-318.11(a)(6), the Board will meet in closed session to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.*
2. *and, to discuss matters relating to the location or expansion of business in the area served by this body pursuant to N.C. Gen. Stat. § 143-318.11(a)(4).*



Bob Zschoche, Chairman
Moore County Airport Authority



Michael Jones, Secretary
Moore County Airport Authority