



**Moore County Airport Authority**  
*Tuesday, March 10<sup>th</sup>, 2020*  
**Public Meeting – 10:00 a.m.**  
**Minutes**

The Moore County Airport Authority Meeting began at 9:30 a.m. on Tuesday, March 10<sup>th</sup>, 2020 in the Moore County Airport Terminal Conference Room. Airport Authority quorum was present.

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

**Authority Members Absent:** (None)

**Authority/Staff Present**

**Participating Electronically:** Barry Lerman, Vice Chairman

**Staff Present:** Scott Malta, Airport Manager  
Bobbie Cox, Operations Director  
Crystal Meyers, Administrative Assistant  
Jane Long, Finance Administrator  
Paul Puszyński, Line Service Supervisor  
Carol Oakley, Finance Clerk

**Others Present:** Peter Stilwell, Tarheel Communications  
Ron Maness, Airport Consultant  
Phil Greene, Total Flight Solutions  
Charles Mirman  
Michael Preece, Raptor Medical Group  
Jim Epting  
Pat Wallace, Civil Air Patrol

**CALLED TO ORDER**

**A. Opened Session**

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

**B. Closed Session (9:30 a.m.)**

1. *I hereby move that, pursuant to [N.C.G.S. 143-318.11(a)(5)] the Authority meet 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.*

- C. Pledge of Allegiance was led by Chairman, Tom McPherson.**  
1. Chairman, Tom McPherson, introduced the new Airport Manager, Scott Malta, and welcomed him to the Moore County Airport.
- D. Additional Agenda Items Requested**  
1. Discuss 2019 NPE Funding.  
2. Consider Tarheel Communication Contract for 2022/2024 US Women's & Men's Open.  
3. Consider ATC Contract.
- E. Conflict of Interest Inquiry was made by Chairman, Tom McPherson.**  
*(None)*
- F. Approval of Agenda**  
1. Upon motion made by member, Don Delauter, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Agenda presented, to include requested additions listed in Item D.
- G. Approval of Previous Meeting Minutes**  
1. Moore County Airport Authority Meeting Minutes Presented: February 11<sup>th</sup>, 2020.  
    ○ Upon motion made by Secretary, Mike Jones, and seconded by member, Don Delauter, the Authority voted 5 to 0 to approve the February 11<sup>th</sup>, 2020 Airport Authority Meeting Minutes.
- H. Public comments**  
*(None)*
- I. Authority Business**  
1. Upon motion made by member, Don Delauter, and seconded by member, Pat Corso, the Authority voted 5 to 0 to approve a Contract with Tarheel Communications for the 2024 US Open.
- J. Presentations/Guest Speakers**  
1. Airport Chairman, Tom McPherson, inquired of Peter Stilwell, on the Festival D'Avion Event due to the uncertainty of the COVID-19 (Coronavirus).  
    ○ Mr. Stilwell indicated they were monitoring the situation closely and a contingency plan was in place should the Event have to be postponed to the Fall due to COVID-19.  
2. Airport Consultant, Ron Maness, presented the Moore County Airport Authority with the State of the Airport and a brief Summary of the Airport Budget.  
    ○ The Authority had no inquiries/comments/action items.
- K. Public Hearing**  
1. The Authority made an inquiry to the public for any comments on the Moore County FY 2020/2021 Airport Budget.  
    ○ No comments or concerns were provided by the Public.
- L. Minimum Standards**  
*(None)*

## **M. Report Inquiries/Comments/Action Items**

1. The Authority members reviewed/heard the following reports listed below:
  - Airport Consultant, Ron Maness Reported:
    - Mr. Malta & Mr. Maness will be meeting with MC BOC on Monday at 3pm.
    - Aviation Drive Landscaping issues are under review for improvements.
    - The NCAA Annual Conference is coming up in April 2020.
    - Three Aircraft Maintenance RFP's have been received for consideration.
    - Finance Administrator, Jane Long, is retiring, effective May 1<sup>st</sup> and Carol Oakley has been placed with Jane to begin training for the position.
    - Ken Heanlein's Hangar Project is underway.
    - The new website is showing positive results and progress and efforts working to update all aspects of web site and social media pages is on-going.
    - The Historical Designation of the Knollwood Hanger/Airport is still being researched.
  - Financial Report was summarized by Airport Consultant, 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.
2. Committed/Exploratory Project Summaries:
  - Grant Projects:
    - Hangar Taxi Lane, Access Road & Parking, and Utilities Project Bid Package is expected from Talbert & Bright, LLC. in the coming days.
    - Airfield Lighting Rehabilitation Project next step is the Design Phase.
    - Ramp Rehabilitation Project is still under consideration with the intent to move forward.
  - Local Projects:
    - Main Hangar Door requires replacement/repair.
      - Mr. Maness recommended replacement.
    - Hangar Development Funding
      - Intent is to build hangars in conjunction with Hangar Taxi Lane, Access Road & Parking, and Utilities Grant Project.
  - Exploratory Project Summaries:
    - Utilize unused space and structures at the Airport for projects such as a Restaurant or a Museum.
    - Instituting an A&P Educational Career Program on-site.

## **N. Unfinished Business**

1. Requested formal approval for Work Authorization No. 19-01: TBI No. 3201-1901, Airfield Lighting Rehabilitation (Design Phase).
  - Upon motion made by member, Don Delauter, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the approval for Work Authorization No. 19-01: TBI No. 3201-1901, Airfield Lighting Rehabilitation (Design Phase).
2. Considered Strategic Planning Organizations to complete the on-going Strategic Plan

Project.

- No Discussion/Action Items

**O. New Business**

1. Discussed interfacing with Representatives from other NC Red Airports during the NCAA Annual Conference in April 2020.
  - Secretary, Mike Jones, recommended each Authority member select a NC Tier 1 Airport to meet with at the NCAA Annual Conference and solicit advice and insight for support and funding options available to assist with GA Airport Projects.
  - Member, Pat Corso, recommended Airport Manager, Scott Malta, move forward with NC Tier 1 Airport inquiries & interfacing and report findings and recommendations to the Airport Authority.

**P. Additional Agenda Items**

1. Consideration was given to utilization of NPE Funds.
  - Mr. Maness recommended utilizing the remaining 2018, 2019, & 2020 NPE Funds to replace the Main Hangar Door and as a down payment on the Hangar Construction.
    - Upon motion made by Chairman, Tom McPherson, and seconded by member, Pat Corso, the Authority voted 5 to 0 to approve utilizing 2018, 2019, & 2020 NPE Funds for the Hangar Door and the Down Payment on Hangar Construction.
2. Chairman, Tom McPherson, indicated a consensus among members during closed session to have Airport Consultant, Ron Maness, remain in service to the Airport until June 2020.
  - Upon motion made by Secretary, Mike Jones, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the contract with Ron Maness, Consultant.
3. Chairman, Tom McPherson, requested the regular June Authority Meeting be rescheduled from June 9<sup>th</sup>, 2020 to June 16<sup>th</sup>, 2020 and to incorporate a Work Session into the meeting.
  - By consensus, the Authority agreed to reschedule the regular June 2020 Authority Meeting to June 16<sup>th</sup>, 2020, to begin at 8:30 a.m. with a Work Session added to the Agenda.

**Q. Announcements/Comments**

1. Announce the Moore County Airport Authority monthly meeting will be held at 10:00 a.m. in the Moore County Airport Terminal Conference Room on Tuesday, April 14th, 2020.

**R. Adjournment**

1. Chairman, Tom McPherson adjourned at 11:20 a.m.

*Thomas R. McPherson*

2020.04.14

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Tom McPherson Chairman  
Moore County Airport Authority

*Michael D Jones*

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Mike Jones, Secretary  
Moore County Airport Authority