



Moore County Airport Authority
Tuesday, May 12th, 2020
Public Meeting – 9:30 a.m.
Minutes

The Moore County Airport Authority Meeting began at 9:30 a.m. on Tuesday, May 12th, 2020 through Cisco WebEx Virtual Meeting Program, with concessions made for the public to attend telephonically or by video, due to the COVID-19 (Coronavirus) Pandemic. Airport Authority quorum was present.

Authority Members Present: (None)

Authority Members Absent: (None)

Authority/Staff Present

Participating Electronically:

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

Staff Present:

Participating Electronically:

Scott Malta, Airport Manager
Bobbie Cox, Operations Director
Crystal Meyers, Administrative Assistant
Paul Puszynski, Line Service Supervisor
Carol Oakley, Finance Clerk

Others Present:

Ron Maness, Airport Consultant
Steve Bright, Talbert & Bright, Inc
Amy McLane, Talbert & Bright, Inc.
Stephen Bright, Talbert & Bright, Inc.
Phillip Thompson
Leslie Haven
Savanna Distin
Paul Mullen

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. Gen. Stat. § 143-318.11(a)(5), the Board meet in closed session for the purpose to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of a contract.*

○ Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to move into Closed Session.

○ Upon motion made by member, Don Delauter, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to return to Open Session.

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

D. Additional Agenda Items Requested

1. Request to consider Airport Consultant, Ron Maness, extension of Contract.
2. Request approval for the Airport Manager and Authority Chairman to move forward with Contract Development for Aircraft Maintenance Services with terms as discussed in Closed Session.

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 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:
April 14th, 2020
April 24th, 2020 Special Meeting (Closed Session)

○ Upon motion made by Secretary, Mike Jones, and seconded by Chairman, Tom McPherson, the Authority voted 5 to 0 to approve the April 14th, 2020 Meeting Minutes & the April 24th, 2020 Meeting Minutes.

H. Public comments

(None)

I. Presentations/Guest Speakers

(None)

J. Public Hearing

(None)

K. Minimum Standards

(None)

L. Report Inquiries/Comments/Action Items

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

○ Airport Manager, Scotty Malta, Reported:

- The Ratification of Work Authorization Amendment No. 17-02, TBI Project No. 3201-1702, Master Plan Project.
 - Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, Pat Corso, the Authority voted 5 to 0 to approve the Ratification of Work Authorization Amendment No. 17-02, TBI Project No. 3201-1702, Master Plan Project.
 - Continued research into the Well for closure. No determination has been made at this time.
 - Due to COVID-19 Stay at Home Order, the Airport Operations are continuing with Admin Staff working from home, Hours of Operations remaining the same, and Safety Measure efforts continue.
 - Finance Administrator, Jane Long, is officially retired, and Carol Oakley is now the Airport Finance Administrator. Jane will return on an as needed basis at the end of the Fiscal Year to assist Carol in the End-of-Year Closeout.
 - Due to COVID-19, Fuel Sales are down for the Month of April.
- Financial Report was summarized by Airport Manager, Scott Malta.
 - The Authority had no inquiries/comments/action items.
 - Operations Report was summarized by Operations Director, Bobbie Cox, Reporting:
 - A NOTOM has been issued for the Harris Teeter Crane Operations.
 - Hangar/Ramp lease terminations and new contracts.
 - The Authority had no inquiries/comments/action items.

2. Committed/Exploratory Project Summaries:

○ **Grant Projects:**

▪ **Hangar Taxi Lane, Access Road & Parking, and Utilities Project.**

- Requested formal approval of Work Authorization No. 19-02, TBI Project No. 3201-1902, for 12-Unit T-Hangars and 5-Unit Box Hangars.

- Upon motion made by Chairman, Tom McPherson, and seconded by member, Don Delauter, the Authority voted 5 to 0 to approve the Work Authorization No. 19-02, TBI Project No. 3201-1902, for 12-Unit T-Hangars and 5-Unit Box Hangars.

- Requested formal approval of Work Authorization No. TBD, TBI Project No. TBD, dated May 11, 2020, Hangar Door Replacement.

- Upon motion made by member, Don Delauter, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Work Authorization No. TBD, TBI Project No. TBD, dated May 11, 2020, Hangar Door Replacement.

No document provided →
WA TBD

airport Manager reported a 30% review of the project from albert & Bright Inc is expected by the end of the week.

- **Master Plan**

- Airport Manager, Scott Malta, informed the Authority the Title Draft is expected by the end of the month and a Full Draft will be provided to the Authority and the NCDOA for review.

- **Local Projects:**

- Airport Manager, Scott Malta informed the Authority of his ongoing research into replacing Aviation Drive Lighting with LED Lights.
 - Duke Energy has requested a contract be signed for replacement at no cost to the Airport, and it is expected to reduce the energy costs.
 - By consensus, the Airport Authority agreed to allow Airport Manager, Scott Malta, to move forward with the contract and replacement of Lighting on Aviation Drive.

- **Exploratory Project Summaries:**

- *(None)*

M. Unfinished Business

(None)

N. New Business

1. Requested formal approval of Resolutions to recognize Moore County Airport Employees, Jane Long & John Hartlove.

- Upon motion made by member, Don Delauter, and seconded by Chairman, Tom McPherson, the Authority voted 5 to 0 to approve the Resolution for employee, Jane Long.
- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Resolution for employee, John Hartlove.

O. Additional Agenda Items


1. Requested Authority consideration to extend Airport Consultant, Ron Maness, contract.
 - Airport Manager, Scott Malta, has requested an extension of contract be granted to allow Airport Consultant, Ron Maness, through the end of September 2020.
 - Upon motion made by Chairman, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve an extension in contract date from June 2020 through September 2020, with no additional hours beyond 300.
2. Request approval for the Airport Manager and Authority Chairman to move forward with Contract Development for Aircraft Maintenance Services with terms as discussed in Closed Session.
 - Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, Pat Corso, the Authority voted 5 to 0 to approve the Airport Authority Chairman and Airport Manager complete the negotiations of terms and contract development as discussed in Closed Session.

P. Announcements/Comments

1. Authority Chairman, Tom McPherson, announced the Moore County Airport Authority Monthly Meeting will be held at 10:00 a.m. by WebEx on Tuesday, June 9th, 2020.

Q. Adjournment

1. Chairman, Tom McPherson adjourned at 11:12 a.m.



Tom McPherson Chairman
Moore County Airport Authority



Mike Jones, Secretary
Moore County Airport Authority