



Moore County Airport Authority
Wednesday, February 10th, 2021
Public Meeting – 9:00 a.m.
Minutes

The Moore County Airport Authority Meeting began at 9:00 a.m. on Wednesday, February 10th, 2021 via Zoom, with concessions made for the public to attend telephonically or by Zoom, due to the COVID-19 (Coronavirus) Pandemic. Airport Authority quorum was present.

Authority Members Present: (None)

Authority Members Absent: (None)

Authority Present

Participating Electronically: Tom McPherson, Chairman
Barry Lerman, Vice Chairman
Mike Jones, Secretary/Treasurer
John Boesch, Member
Pat Corso, Member

Staff Present

Participating Electronically: Scott Malta, Airport Manager
Crystal Meyers, Administrative Assistant
Bobbie Cox, Operations Director
Carol Oakley, Finance Administrator

Others Present

Participating Electronically: Amy McLane, Talbert & Bright, Inc.
Stephen Bright, Talbert & Bright, Inc.

CALLED TO ORDER: Chairman, Tom McPherson

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

B. Additional Agenda Items Requested

1. Requested the review and approval of the Moore County Airport Authority By-Laws update to the Regular Meeting Schedule be added to the Agenda.
2. Requested the review and approval of the Authority Agenda Development & Protocols Policy revision be added to the Agenda.

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

(None)

D. Approval of Agenda

1. Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Agenda as presented, and the requests listed in Item B.

E. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented: November 30th, 2020 & January 13th, 2021.
 - Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the November 30th, 2020 & January 13th, 2021 Meeting Minutes.

F. Public comments

(None)

G. Presentations/Guest Speakers

1. Airport Manager, Scotty Malta requested review and adoption of the presented FY22 Budget Schedule.
 - Upon motion made by Chairman, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve the FY22 Budget Schedule presented.
2. Airport Manager, Scotty Malta, presented the Proposed FY22 Airport Budget Preliminary Review.
 - Member, Pat Corso, commented on the evident Operational and Infrastructure issues with Airport and the need for a pro-active approach to rectify these issues.
 - Adoption of a Bond Program, researching all available funding options, and conversations with the County Board of Commissioners was suggested.
 - The Authority had no further inquiries/comments/action items at-this-time.

H. Public Hearing

1. Chairman, Tom McPherson, announced; in accordance with the *N.C.G.S 159-12, Article 3: Local Government Budget & Fiscal Control Act*, the Moore County Airport Authority will hold a **Public Hearing** on the **FY 22 Airport Budget, Wednesday, March 10th, 2021** during the regular scheduled Authority Meeting.

I. Strategic Action Plan

1. Monthly Action Plan Matrix Reports were presented by Task Force Leads.
 - Each Authority Member (Task Force Lead) reported on their assigned goals.
 - No actionable items were reported at-this-time.
 - By consensus, the Authority agreed the Task Force Leads would report at monthly meetings and would provide input to be included in the Action Matrix for presentation at meetings.

J. Rules & Regulations & Minimum Standards

1. Hangar/Storage Inspection Update

- Hangar Inspections have been delayed while coordinating with the Moore County Fire Marshall. Due to manning issues the Fire Marshall will not be available until early April. Authority directed Airport Manager to begin 1st quarter hangar inspections without the Fire Marshall and to follow up at a later date when the Fire Marshall is available.
- By consensus, the Authority agreed to a “Completed Inspection Notice” be provided to all Base Customers after the Inspection has been completed.

K. Staff Reports

1. Airport Manager, Scotty Malta, Reported:

- Covid-19 Phase II has been extended through the month of March the modified Stay at Home, to include mandatory face coverings. The Airport has one employee test positive and all measures are being taken to quarantine and reduce the spread around other employees and the Airport.
 - Proposal was sent to Commander of the Army Corps of Engineers. A visit has been scheduled for administrative and environmental review to determine if all requirements have been met to move assets to KSOP.
 - Rental Car Waiver was sent to Hertz and Enterprise with no response at this time. A follow up was sent early December with no reply and no responses to follow-up calls.
 - Correspondence has been received regarding the Hertz Bankruptcy. Attorney, John May, advised to ignore them.
 - Contact was made with Hertz District Manager, Christina Farr, from Myrtle Beach. She indicated an additional employee is being training and assigned to KSOP and they expect to continue the lease agreement past its expiration date of April 2021.
 - Airport traffic circle street light quote to restore is \$3250 for cable or \$2850 for solar. Other cost-effective options are being considered.
 - Authority Chairman and Airport Manager plan to attend the Moore County Board of Commissioners work session on February 24th, 2021.
 - The Authority had no further inquiries/comments/action items.
2. Financial Report was summarized by Airport Manager, Scott Malta.
- The Authority had no further inquiries/comments/action items.
3. Operations Report was summarized by Operations Director, Bobbie Cox.
- The Authority had no further inquiries/comments/action items.

L. Projects Summaries & Updates provided by Airport Manager:

1. Grant Projects:

- Master Plan:
 - Submitted to FAA/Memphis. Bernard Green, Planner, responded with several items requiring clarification.
 - DOA and FAA accepted TBI's response.
 - Currently in Airspace Review.
 - RWY 05 Declared Landing Distances modified per FAA.
 - FAA wants an RSA Determination. Due to the cost, the FAA & DOA are considering in-house resources.
- Lighting Project:
 - Still awaiting funding.
 - NCDOA concerns and issues are being addressed by Talbert & Bright, Inc.
- Hangars Taxi Lane & Service Road and New Hangar Construction:
 - Still awaiting funding.
 - Funding for hangar construction not yet determined.
 - Cost estimate for hangars @ \$2.9 million.

2. Local Projects:

- Main Hangar Door Replacement will be completed by Southeast Power Hydraulic Door Company.
 - The equipment is anticipated to be site in April2021. It is estimated the Hangar will be open 5 to 7 days, with 1-1 ½ days no access. PAS has been advised.
- Grass Runway:
 - Talbert & Bright, Inc. is researching viable options. An update is expected for the April Authority Meeting.

3. Exploratory Project Summaries:

- Airport Manager reported the projects under consideration are:
 - To establish a restaurant at KSOP.
 - A Historical Designation and Relocation of Knollwood Hangar; with the intent to possibly convert it into a Museum.
 - Removal of Trees in the wooded area of the Airport.
 - Construction of a Maintenance Facility.
 - Offering Ethanol Free (MoGas).

M. Additional Agenda Items

1. Airport Manager, Scotty Malta, requested a review and formal approval of the Moore County Airport Authority By-Laws revision of Article III, Section 1, Regular Meetings.

- Revision: "Regular meetings shall be held once a month. A schedule of regular meetings shall be established periodically by the Board, showing the time and place of the regular meetings, to be kept on file with the Clerk to the Board of County Commissioners. Regular meetings may be prospectively cancelled or changed in time or place by action of the Authority at a duly convened meeting thereof."

- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Airport Authority By-Laws revision of Article III, Section 1, Regular Meetings, as stated above.
2. Airport Manager, Scotty Malta, requested a review and formal approval of the Airport Authority Agenda Development & Protocols Policy revision, to now include monthly “Strategic Action Plan Report.”
- Upon motion made by Chairman, Tom McPherson, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the revised Agenda Development & Protocols Policy revision as indicated above.

N. Unfinished Business

(None)

O. New Business

(None)

P. Closed Session

1. To allow Authority members adequate time to review relevant documents pertaining to the Land Acquisition(s) under consideration and the delay in obtaining requested information for consideration of the PAS Contract, the Authority scheduled a Special Meeting to reconvene the Closed Session of this meeting on Wednesday, February 17th, 2021 at 9:00 a.m., via Zoom.

- Pursuant to **[N.C.G.S. 143-318.11(a)(5)(ii)]**, the Authority will meet in closed session to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of a contract; Pinehurst Aviation Services Contract

- And to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of a contract, pursuant to **[N.C.G.S. 143-318.11(a)(5)(i)]**.

Q. Announcements/Comments

1. Authority Chairman, Tom McPherson, announced the Moore County Airport Authority Special Meeting will be conducted via Zoom at 9:00 a.m. on Wednesday, February 17th, 2021.
2. Authority Chairman, Tom McPherson, announced the Moore County Airport Authority Monthly Meeting will be conducted via Zoom at 9:00 a.m. on Wednesday, March 10th, 2021.

R. Adjournment

1. Chairman, Tom McPherson, adjourned at 11:25 a.m.

Tom McPherson, Authority Chairman

Mike Jones, Authority Secretary