



Moore County Airport Authority
Tuesday, October 20th, 2020
Public Meeting – 9:00 a.m.
Minutes

The Moore County Airport Authority Meeting began at 9:00 a.m. on Tuesday, October 20th, 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 Present

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

Staff Present

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

Others Present

Participating Electronically: Dan Parks, Hayes Group
Charles Hayes, Hayes Group
Phil Werz, Moore County CVB
Stephen Bright, Talbert & Bright, Inc. (TBI)
Earl Wischmeier

CALLED TO ORDER

A. Opened Session

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

B. Closed Session

(None)

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

D. Additional Agenda Items Requested

(None)

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

(None)

F. Approval of Agenda

1. Upon motion made by Chairman, Tom McPherson, and seconded by Vice Chairman, Barry Lerman, the Authority voted 5 to 0 approve the Agenda presented.

G. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes Presented:

September 8th, 2020

September 8th, 2020 Closed Session

- Upon motion made by member, Don Delauter, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the September 8th, 2020 Meeting Minutes.

H. Public comments

(None)

I. Presentations/Guest Speakers

1. Dan Parks and Charles Hayes, The Hayes Group, presented the Airport Authority with the Economic Development & Impact Study.

- Dan Parks, presented contacts, deliverables, & key findings of the Study.

- Chairman, Tom McPherson, suggested a Special Meeting be set for a final review of the Project and to gain direction from the Hayes Group on development of an action plan to place in motion, based on the results of the Study.

- The Authority directed Airport Manager, Scotty Malta, to schedule a Special Meeting to finalize the Strategic Plan Project.

J. Public Hearing

(None)

K. Rules & Regulations and Minimum Standards

1. Airport Manager, Scotty Malta, presented a Hangar Use Policy for the Authority's consideration.

- The Authority directed the Airport Manager to make the following modifications to the policy and then distribute the draft to Airport Based Customers for review and feedback.
 - Indicate the requirement that Hangar Use must be primarily aeronautical.
 - Limit storage to no more than two legally registered and road worthy vehicles.
 - There must not be any impediment to Aircraft Movement in and out of the Hangar.
 - Storage of recreational vehicles is prohibited.

- Define vehicles and recreational vehicles within policy.
- Further review and approval consideration will be requested once modifications have been made and customer feedback received. Once approved, the policy will be an Exhibit included as part of the Airport Rules & Regulations and Minimum Standards and provided to all Airport Based Customers.

L. Staff Reports

1. Airport Manager, Scotty Malta, Reported:

- COVID-19 Safety Measures are in place and the Staff has returned to work.
- No determination on the closure of the water well has been made at this time.
- Runway Threshold Light Outage has been repaired and returned to service.
- A contract is being drafted for the military group planning to base at the Airport from approximately February 2021 through October 2021. The contract will be presented to the Authority for consideration and approval.
- The Notice of Residual Petroleum documents were prepared by the Airport Attorney, John May, then approved by the Moore County Board of Commissioners before forwarding them on to the Department of Environmental Quality filing.
- The rental car liability waiver has been drafted by the Airport Attorney and distributed to the rental car agencies for signature.
- Hertz has applied for Bankruptcy and instructions provided to the Airport Authority should there be a claim. There are no claims at-this-time. Hertz is currently in compliance with their contracts.
- The Annual Airport Authority Meeting has been tentatively scheduled for January 25th & 26th, 2021 and the suggested venue be via Zoom.
 - By consensus, the Airport Authority agreed to the Meeting Dates and the venue via Virtual Zoom Meeting.
- A Para Jump is scheduled for Saturday, October 17th between 12:00 p.m. and 4:00 p.m.
- Grass Runway Meeting Invitations will be sent out soon.
- Don Delauter intention to resign from the Airport Authority, possibly as early as the end of the year and applications for his replacement are to be submitted to the Moore County Board of Commissioners.
- Pilot Feedback cards are coming in with very positive comments on our Line Service and CSRs.
- The Authority had no further inquiries/comments/action items.

2. Financial Report was summarized by Airport Manager, Scott Malta

- Airport Manager, Scotty Malta, presented a three-year Airport Sales & Operations Comparisons Report.

- 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.

M. Project Summaries & Updates:

1. Grant Projects:

- **Master Plan:** The FAA requested clarification of a few items. Talbert & Bright, Inc. prepared explanations and submitted to the NCDOA & FAA. Anticipating approval not anticipated for at least 60 days.
- **Lighting Project:** Funding is not yet available. NCDOA returned several comments and are being reviewed by TBI. Once funding is made available, the project is ready to move forward.
- **Hangar Taxi Lane & Service Road/New Hangars:** The project plans are nearing completion and anticipate being ready to move forward once the funds have been made available by the State. Funding for Hangar Construction will need to be determined by the time the State is ready to forward with funding.

2. Local Projects:

- **Main Hangar Door Repair**
 - Three (3) Bid Packages received and are under review.

3. Exploratory Project Summaries: (no comments/actions)

N. Unfinished Business

(None)

O. New Business

1. Requested review and formal approval of the presented revised Airport Authority Agenda Development Protocols.
 - Upon motion made by Vice Chairman, Barry Lerman, and seconded by Secretary, Mike Jones, the Authority voted 5 to 0 to approve the Agenda Development Protocols as presented.
 - The Authority indicated the Airport Authority Meetings were to be adjusted to 9:00 a.m. on the second Wednesday of the Month beginning January 2021.

P. Additional Agenda Items

(None)

Q. Announcements/Comments

1. Authority Chairman, Tom McPherson, announced the Moore County Airport Authority Monthly Meeting will be conducted via WebEx at 10:00 a.m. on Tuesday, November 10th, 2020.

R. Adjournment

1. Chairman, Tom McPherson adjourned at 11:08 a.m.

Tom McPherson, Chairman
Moore County Airport Authority

Mike Jones, Secretary
Moore County Airport Authority