



Moore County Airport Authority Meeting

Wednesday August 10, 2022

Public Meeting – 9:00 a.m.

Minutes

The Moore County Airport Authority Meeting for Wednesday, August 10, 2022, was in-person and via Zoom. A quorum was present.

Authority Members Present: Mike Jones, Chairman
Roland Gilliam, Vice Chairman
Tom McPherson, Secretary/Treasurer
John Boesch, Member

Authority Members Absent: Adam Kiker, Member

Staff Present: Ron Maness, Acting Airport Director (Zoom)
Paul Puszynski, Operations Manager
Carol Oakley, Finance Administrator
Joy Cheechov, Administrative Assistant

Guests Present: Steve and Stephen Bright, Talbert & Bright (via Zoom)
Jim Epting
Jess Dishner

CALLED TO ORDER: Chairman Jones called the meeting to order at 9:00 a.m.

A. Pledge of Allegiance

Chairman Jones led the Pledge of Allegiance.

B. Conflict of Interest

Chairman Jones asked if there were any conflicts of interest. There were none.

C. Additional Agenda Item(s) Requested

1. Strategic Plan Update
2. Slack
3. Cash Management Update
4. Remove 1, 2, 3 from Consent Agenda for further discussion

D. Approval of Agenda

The draft agenda for Wednesday, August 10, 2022, was presented.

M/S –Boesch/McPherson – That the Moore County Airport Authority Meeting Agenda, including additional agenda items, was approved for August 10, 2022

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

E. Approval of Previous Meeting Minutes

Moore County Airport Authority Meeting Minutes Presented: July 13, 2022

M/S –Gilliam/Boesch– That the Moore County Airport Authority approve the Meeting Minutes of July 13, 2022

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

F. Public Comments

None.

G. Consent Approval

1. US Open Temporary ATC Contract
2. Easement Deed and Agreement – Town of Southern Pines
3. Caropine Ventures Easement
4. Runway 5 RPZ and ROFA Land Acquisition (185 Storage Drive) Work Authorization 20-03
5. Land Exchange Assistance Work Authorization 22-03

Secretary/Treasurer McPherson requested that items 1, 2, and 3 be removed for further discussion.

Acting Director Maness will provide the cost from the previous US Open event when a temporary tower was used.

Secretary/Treasurer McPherson and Acting Director Maness will work on the draft agreement for the Southern Pines Easement. The Southern Pines Easement will be tabled until the next Authority meeting in September.

The Caropine Easement will be tabled until the next Authority meeting in September.

M/S- Boesch/Gilliam – That the Moore County Airport Authority Remove Items 1, 2, 3 from Consent; and Approve the Runway 5 RPZ and ROFA Land Acquisition (185 Storage Drive) Work Authorization 20-03, and Land Exchange Assistance Work Authorization 22-03.

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

H. Analysis and Discussion

1. Operations Manager Puszynski gave a presentation regarding Ground Power Units (GPUs). He received two quotes for a new GPU. The cost for a new GPU is over \$40,000.

M/S-Gilliam/Boesch – That the Moore County Airport Authority authorize the purchase of a new GPU.

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

2. Acting Airport Director Maness gave an update about the Airport's website. Peter Stilwell is working on updating the website. Chairman Jones and Acting Airport Director Maness will meet with Mr. Stilwell to discuss the website.
3. Acting Airport Director Maness gave a presentation about the Equipment Storage Facility Bids. He received two bids from Gattis and Kent Black, with another one expected to be submitted. The two bids were for \$373,000 and \$385,000. Member Kiker, via email, asked to consider having landscaping included. The amount budgeted for this project was \$190,000.

The Authority directed Acting Airport Director Maness to draft a contract and propose a budget appropriation for this project.

M/S-Boesch/McPherson to accept the bid from Gattis.

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

I. Capital Projects Reports, Summaries and Updates

1. Chairman Jones gave a presentation about the Comprehensive Land Use Plan Project. The Wilson Group is expected to provide suggestions about the terminal within 90 days.

Chairman Jones to follow up with the Wilson Group to find out when the interviews will take place.

2. Acting Airport Director Maness gave a presentation regarding airport operations.

The Hangar LED project is going well. 90 percent has been completed. Exterior lighting is being updated as well. The sodium lights have been decommissioned.

The Airport signage is worn and outdated. Staff is replacing some and removing others.

Fred Smith is working on two projects: addressing standing water and fixing a fence.

Fuel prices are decreasing.

Central Security will be replacing two cameras and replacing lenses.

Clearing AWOS was discussed.

Staff is addressing the hangar waiting list and fees. Vice Chair Gilliam inquired about the five waiting lists. Secretary/Treasurer McPherson suggests keeping fees simple.

The Authority will look at a new policy for waiting lists and fees in September.

The Rental Car RFP was released.

Enterprise rentals will need to be addressed.

Fuel update: The Airport is on target for the month of July. Operations Manager Puszynski will include historical data, for comparison.

Acting Airport Director Maness will include trends and diagnostics to explain disparities and changes/insights.

J. Additional agenda items Added

1. Secretary/Treasurer McPherson presented an idea to create a policy for how to handle "idle" cash. He will present it to the Authority in September.

Acting Airport Director Maness will provide information about Federal and State reimbursements.

The Cockmans are moving in September. In June 2022, Talbert & Bright submitted the reimbursement request to the State. All work must be completed before the State reimburses.

Talbert & Bright will track the reimbursement.

2. Secretary/Treasurer McPherson provided feedback about the Strategic Plan Update. In September or October, the Authority should hold a Work Session to go over Strategic Plan tasks and assignments. He recommends half a day.

3. Secretary/Treasurer McPherson requested the Airport evaluate Slack. Should the Authority continue to use it or find another application to use. Acting Airport Director Maness suggested the channels need to be organized and more training is needed before a final decision is made.

Airport Staff will evaluate and hold a training session within 60 – 90 days.

4. Secretary/Treasurer McPherson introduced a new process for consent items. In order to better understand what the Authority is approving, the Authority would like for Staff to draft a memo, similar to what the County does for their consent items. The template could include Request, Background, Financial Impact, Implementation Plan, Recommendation Summary, and Attachments.

Staff will implement this for the September meeting.

K. New Business

Chairman Jones announced that Congressman Hudson will visit the Airport on August 26, 2022.

Chairman Jones called a recess at 10:46 a.m.

M/S-McPherson/Boesch – That the Moore County Airport Authority move into closed session.

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

L. Closed Session

Pursuant to N.C.G.S 143-318.11 (a)(6), the Airport Authority met to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee: Airport Director Position.

M/S-Gilliam/McPherson – That the Moore County Airport Authority approve the appointment of Ron Maness as Airport Director.

The motion passed by the following vote:

Yes: Member Boesch, Secretary/Treasurer McPherson, Vice Chairman Gilliam, Chairman Jones

M. Announcements/Comments

None.

N. Adjournment

The Airport Authority Meeting was adjourned by Chairman Jones at 10:56 a.m.


Mike Jones, Authority Chairman


Tom McPherson, Authority Secretary/Treasurer