



Moore County Airport Authority Meeting

Wednesday, September 14, 2022

Public Meeting – 9:00 a.m.

Minutes

The Moore County Airport Authority Meeting for Wednesday, September 14, 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
Adam Kiker, Member
Gene Horne, Member

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

Guests Present: Peter Stilwell
Steve Bright, Talbert & Bright (via Zoom)
Jim Epting (via Zoom)

CALLED TO ORDER: Chairman Jones called the meeting to order at 8:58 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. SCIF Grant and AV109 (Moved from Consent)

D. Approval of Agenda

The draft agenda for Wednesday, September 14, 2022, was presented.

Member Kiker asked to discuss the Gattis contract for a new storage building.

Secretary/Treasurer McPherson requested that the Acceptance of the State Capital Infrastructure Funds (SCIF) Grant be moved from Consent to New Business, so that the Authority could discuss the grant.

M/S –Horne/Gilliam – That the Moore County Airport Authority Meeting Agenda, including modified agenda items, was approved for September 14, 2022.

The motion passed by the following vote:

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

E. Approval of Previous Meeting Minutes

Moore County Airport Authority Meeting Minutes Presented: August 10, 2022

M/S –Gilliam/Horne – That the Moore County Airport Authority approve the Meeting Minutes of August 10, 2022

The motion passed by the following vote:

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

F. Public Comments

None.

G. Consent Approval

1. US Open Temporary ATC Contract
2. Water Line Easement Deed and Agreement – Town of Southern Pines
3. Gattis Contract for New Storage Building
4. Acceptance of the State Capital Infrastructure Funds (SCIF) Grant (Moved to New Business)
5. Completed Projects Close-Out (Finance)

Member Kiker had a question about the Gattis Contract. There was a discussion about the terms and conditions of the contract. Airport Director Maness suggested that the contract approval be moved to October to make changes to the terms and conditions. After a discussion, Member Kiker provided language for a revised resolution to say something along the lines of “Authorize the Chairman to execute an agreement, as approved by an attorney, with Gattis, and appropriate an amount not to exceed \$450,000 for the construction of a new storage building.”

The motion passed by the following vote:

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

The Authority moved Item G4 “Acceptance of the State Capital Infrastructure Funds (SCIF) Grant” to New Business.

M/S- Kiker/McPherson – That the Moore County Airport Authority approve:
US Open Temporary ATC Contract – Resolution 2023-1001
Water Line Easement Deed and Agreement – Resolution 2023-1002

Completed Projects Close-Out (Finance) – Resolution 2023-1004

The motion passed by the following vote:

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

H. Analysis and Discussion

Capital Projects Update – Airport Director Maness requested to add a discussion about Capital Projects during the strategic planning session.

Director Maness provided updates for the following projects:

The new Storage Building may be funded by the SCIF grant. Fred Smith is doing borings on the taxi lane today. Daniels and Daniels is finished paving and the steel is in place. Vertical movement should be started at any time now. The new Airfield LED lighting replacement project RFP is being worked on. Secretary/Treasurer McPherson recommended that the Airport Director draft a policy to reference check all bidders and proposers. Runway Seal/Crack painting will be an upcoming project funded by the State. Dan Carlisle has been working on an estimate for the AWOS clearance. We will attempt to get two more bids for this project.

Secretary/Treasurer McPherson provided an update on the Capital Projects Spreadsheet. He recommends setting up monthly meetings between one or two Authority members and Airport Director Maness to update the list. Member Kiker has volunteered to meet with Director Maness. Updating the spreadsheet can be done during the Agenda Review meeting one to two weeks before the Authority meeting.

Chairman Jones requested Talbert & Bright provide a budget for the Ramp Strengthening Project Engineering and Environmental phase.

Chairman Jones presented a Management Projects Spreadsheet that will be kept up to date by Director Maness. This list is items Airport staff is working on.

A special meeting will be held with The Wilson Group to talk about Land Use and the airport remodel.

Chairman Jones introduced the Strategic Plan Update and Assignments spreadsheet. This will be tabled until the Strategic Planning Session.

Director Maness introduced the Airport Policies item. There will be an ongoing process to keep the policies up to date.

Secretary/Treasurer McPherson presented on the Approval of the Cash Management Policy and Technology Tools.

M/S – McPherson/Horne – That the Moore County Airport Authority approve the version of the Cash Management policy presented at the

Airport Authority meeting and direct Airport Director Maness to implement the policy.

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

I. Capital Projects Reports, Summaries and Updates

The Authority discussed the appraisals for 185 Storage Drive and the land swap project. The Authority also discussed what to do with 8036 Aviation Drive.

J. Manager's Report

Director Maness provided information about reporting financials. The Rental Car Concession RFP has closed. The Airport received one response. Airport staff is in contract negotiations with the respondent. The Authority discussed other rental car companies.

K. New Business

The Authority received notice that it will receive a State Capital Infrastructure Funds (SCIF) grant. A discussion was started about Form AV-109. This form is required by the State to identify projects that will be funded by this grant. Some projects were identified for the grant.

M/S- Kiker/McPherson – That the Moore County Airport Authority accept the State Capital Infrastructure Fund (SCIF) grant – Resolution 2023-1003

The motion passed by the following vote:

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

L. Announcements/Comments

The Airport Authority welcomed Mr. Gene Horne as a new member of the Authority.

M. Adjournment

The Airport Authority Meeting was adjourned by Chairman Jones at 11:52 a.m.


Mike Jones, Authority Chairman


Tom McPherson, Authority Secretary/Treasurer