



Moore County Airport Authority Meeting

Wednesday October 12, 2022

Public Meeting – 9:00 a.m.

Minutes

The Moore County Airport Authority Meeting for Wednesday, October 12, 2022, was in-person and via Zoom. A quorum was present.

Authority Members Present: Mike Jones, Chairman
Roland Gilliam, Vice Chairman (Via Zoom)
Tom McPherson, Secretary/Treasurer
Adam Kiker, Member
Gene Horne, Member

Staff Present: Ron Maness, Airport Director
Paul Puszynski, Operations Manager
Joy Cheechov, Administrative Manager

Guests Present: Steve and Stephen Bright, Talbert & Bright (via Zoom)
Peter Stilwell and David Droschak, Tarheel Communications
Travis Pence and Brian Wilson, The Wilson Group (via Zoom)
John Frye, NCCMT
Dan Parks, Hayes Group Consulting

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. Public Comments

None.

C. Conflict of Interest

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

D. Additional Agenda Item(s) Requested

1. Board Elections
2. Land Swap

E. Approval of Agenda

The draft agenda for Wednesday, October 12, 2022, was presented.

M/S –Horne/Kiker – That the Moore County Airport Authority Meeting Agenda, including additional agenda items, was approved for October 12, 2022

The motion passed by the following vote:

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

F. Approval of Previous Meeting Minutes

Moore County Airport Authority Meeting Minutes Presented: September 7 and 8, 2022; and September 14, 2022.

M/S –Kiker/Horne– That the Moore County Airport Authority approve the Meeting Minutes of September 7 and 8, 2022, and September 14, 2022

The motion passed by the following vote:

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

G. Consent Approval

1. Lease Agreement with GSP Transportation-Rental Vehicle Concession

Secretary/Treasurer McPherson requested a letter be drafted to waive utility bills for GSP.

M/S- McPherson/Horne – That the Moore County Airport Authority approve the Lease Agreement with GSP Transportation for the Rental Vehicle Concession.

The motion passed by the following vote:

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

H. Old Business

1. Review and Vote on Gattis Contract for New Storage Building

M/S-Kiker/Horne – That the Moore County Airport Authority approve and execute the Gattis contract for a new storage building.

The motion passed by the following vote:

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

I. Analysis and Discussion

1. John Frye, of North Carolina Capital Management Trust, gave a presentation on investment opportunities.
2. David Droschak and Peter Stilwell of Tarheel Communications provided an update about logistics for the Festival D’Avion.
3. Travis Pence and Brian Wilson of The Wilson Group provided an update on the Terminal Renovation design project.

A special Airport Authority meeting will be held on October 19, at 11:00 a.m. to have an in-depth meeting with The Wilson Group to discuss the design project.

J. Projects Reports, Summaries and Updates

Chairman Jones introduced the updated spreadsheets. Airport Director Maness provided updates on the Management Projects, Capital Projects and Grants Reviewed spreadsheets and the new process to maintain them.

Airport Director Maness to add numbers on each row, include a "Discussion" column, and add a title to the Grant Funding spreadsheet.

A meeting with the DOA on February 6, 2023 will be held. At that time, the Authority will present pictures of what the new terminal will look like, and what the Airport's long-term plans will be.

Airport Director Maness provided an update on the AWOS safety issue. The Airport Director will ask for a quote to clear 500 feet.

Airport Director Maness presented the slides that the DOA prepared for the SPAM project. This project will result in crack seals/surface treatments, and new markings. The project will result in the runway closure for up to seven days. This will impact the airport's business.

M/S-McPherson/Horne – That the Moore County Airport Authority approve the project; and have Airport Director Maness with the DOA to schedule the work; and notify the businesses at the Airport about the closures.

The Runway LED lighting project bid has been released.

Regarding the land swap, there is a land value discrepancy. Additional information to follow.

Airport Director Maness met with Convergent Systems to discuss the website redesign project. He will meet with First Flight Agency to review their capabilities.

Mr. Haenlein's plans to start construction of his new hangar soon. There has been no land lease signed yet. The construction must not continue until the lease is signed. Negotiations are ongoing.

The County's financial system, Munis, has been down for almost two weeks. As a result, Carol has been required to travel to the county to process daily transactions.

Secretary/Treasurer McPherson inquired about the environmental for the ramp. It has not been executed to date. He requested a proposed date. The Work Order and schedule should be done before the Open.

Funding for the Taxilane/Hangar site prep project has yet to be determined. NPE, BIL, SCIF are possible sources.

On November 1, 2022, Airport Director Maness is expecting to go to the DOA for a visit to discuss the many airport projects.

Airport Director Maness presented revisions to the Compensation policy. He is responsible for managing the bonuses and merit awards for his staff. The budgetary number is supposed to be set in October of each year.

The Authority took a brief break.

Continuing the discussion, Airport Director Maness asked that Item 5 and Item 7E be reviewed and modified.

M/S-Kiker/Horne – That the Moore County Airport Authority modify the Human Resources-Organization Design, Compensation and Performance Evaluation policy as follows:

Item 5 to read, “Any adjustment to compensation, the position within the range, or any other benefit, of the Airport Manager’s directly reporting employees shall be accompanied by a documented performance review that is ~~signed~~ reviewed by the Airport Manager, the Authority Chairman and one other Officer.”

Item 7E to read, “In early November the Authority and Chairman will ~~recommend~~ review individual bonus amounts.”

The motion passed by the following vote:

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

Airport Director Maness also asked for the budget to be determined.

M/S-Kiker/Horne – That the Moore County Airport Authority approve and set the bonus amount to be \$18,000.

The motion passed by the following vote:

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

In Closed Session, an annual compensation spreadsheet is to be presented to the Authority, after being reviewed by Chairman Jones. The annual compensation per person will be reviewed in Closed Session.

Secretary/Treasurer McPherson and Airport Director Maness introduced the updated financials spreadsheets.

Secretary/Treasurer McPherson requested an update on the Hangar Waitlist policy. What is the policy for the new hangars/what are the allocations?

M/S- McPherson/Gilliam-That the Moore County Airport Authority approve the Hangar Waitlist policy to include keeping prices the same for the new hangars.

J. Additional agenda items Added

1. Election of Officers: Secretary/Treasurer McPherson asked that the election of officers be held.

Nominees: Mr. Jones nominated to remain chairman; Member Kiker nominated to Vice Chairman; Secretary/Treasurer McPherson to remain as Treasurer; Member Horne nominated to Secretary.

M/S – McPherson/Horne – To elect the officers as nominated.

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

L. Closed Session

Pursuant to N.C.G.S 143-318.11 (a)(5), the Airport Authority met to establish negotiating positions or to instruct its staff/agents about negotiating positions to be taken on certain types of contracts.

M/S-McPherson/Horne– To enter Closed Session.

M/S-Kiker/Gilliam-To return to Open Session; and Approved terms with Enterprise, as discussed in Closed Session.

The motion passed by the following vote:

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

M. Announcements/Comments

None.

N. Adjournment

The next MCA Authority meeting will be held in-person and via Zoom at 9:00 a.m. Wednesday, November 9, 2022.

The Airport Authority Meeting was adjourned by Chairman Jones at 3:08 p.m.



Mike Jones, Authority Chairman



Tom McPherson, Authority Secretary/Treasurer

