



Special Moore County Airport Authority Meeting

Tuesday, February 28, 2023

Public Meeting – 9:00 a.m.

Minutes

The Special Moore County Airport Authority Meeting for Tuesday, February 28, was in-person and via Zoom. A quorum was present.

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

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

CALL 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.

D. Additional Agenda Item(s) Requested

Closed Session Item: Land Swap Acquisition.

E. Approval of Agenda

The revised agenda for Tuesday, February 28, 2023 was presented.

Motion - M/S —Kiker/McPherson - That the revised Moore County Airport Authority Meeting Agenda was approved for February 28, 2023.

The motion passed by the following vote:

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

F. Analysis and Discussion

1. Finance Overview: Setting FY 24 Operating Deficit Target with top 5-10 operating goals; Setting FY 24 Capital Investments-matching and without match

Airport Director Maness reviewed the FY 23 budget to date, including the hangar construction project resulting in 17 new hangars. The hangar waiting list and hangar prices were discussed.

Motion – M/S – Kiker/Horne – That the Moore County Airport Authority approve the proposed FY24 hangar rates and rate sheet.

The motion passed by the following vote:

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

Airport Director Maness reviewed current projects, grants and loans that are active.

For the FY24 budget, there are Capital Project Appropriations for FY24 including computer and server upgrades, ElectroTug, FOD Sweep, and the terminal modifications. The Authority asked the Airport Director to add a tractor, and a Lav Cart; and to keep a list of equipment and its useful life.

Airport Director Maness talked about the headcount. There are 18 employees. He requested a three percent pay increase.

The public hearing for the adoption of the Airport's budget will be in April.

The Authority took a brief 15-minute break.

2. Operations: Operational Improvement Initiatives for FY24 – Airport Director Maness talked about staffing; including the Director's position. The discussion was how to budget the double-fill of the Director's position.

Airport Director Maness gave an update on the upcoming transition to new fuel trucks and Atlas.

Chairman Jones introduced customer service training for staff. Chairman Jones also included looking at technical skills/computer skills for employees.

The Authority requested staff to explore training and continuous improvement. Staff is to identify training programs for staff. Identify four training sessions. (AED, CPR, Fire Extinguishers, Atlas, Team Building); and periodic half-day classes for staff.

Airport Director Maness introduced a request to add a camera onto the runway. The goal is to have an active and engaging website. The Authority will revisit this idea at a future meeting.

3. Authority's Use of Policy to Drive Operational Excellence: Treasurer McPherson introduced the idea that staff take over the identification and authoring of policies. Present a list of policies that the Airport needs.

Chairman Jones led a discussion about the Airport's economic impact. What would be the best measure of success. Chairman Jones suggested the Authority have a policy that the Airport's economic impact is the measure of success. The Airport Authority then set goals based on the independent feedback of the economic impact reports.

4. Funding: Review of All Funding Sources; Status; Expected Changes; Downside/UpSide – Treasurer McPherson gave an oral presentation on funding sources; and a request by Pat Molamphy to provide a list of upcoming projects and estimated costs associated with the projects.
5. Projects: Status and Definitions of Active Near Term and Far Term Projects; Decision on which appropriations now; Setting Special Projects Budget (one-time/not capitalized projects) – Treasurer McPherson gave an oral presentation on funding sources and projects. The Authority reviewed (current and future) projects and expenses.

The Authority discussed the Airport Director recruitment.

It was suggested to hold a meeting in March on March 15, via Zoom, at a time to be determined.

Motion – M/S – Kiker/Horne – That the Moore County Airport Authority will meet on March 15, 2023, at a time to be determined.

The motion passed by the following vote:

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

G. Closed Session

1. Pursuant to N.C.G.S 143-318.11 (a)(5), the Airport Authority met to discuss the land swap acquisition.

Motion - M/S Kiker/Horne– To enter into Closed Session.

The motion passed by the following vote

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

Motion - M/S- Kiker/Horne-To return to Open Session

The motion passed by the following vote:

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

H. Adjournment

The next MCA Authority meeting will be held via Zoom at 9:00 a.m.
Wednesday, March 15, 2023.

The Airport Authority Meeting was adjourned by Chairman Jones at 1:07
p.m.


Mike Jones, Authority Chairman


Gene Horne, Authority Secretary

