



***Moore County Airport Authority Meeting***

*Wednesday, August 9, 2023*

*Public Meeting – 9:00 a.m.*

***Minutes***

The Moore County Airport Authority Meeting for Wednesday, August 9, 2023, was in-person and via Zoom. A quorum was present.

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

**Excused Absence:** Gene Horne, Secretary

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

**Guests Present:** John Lewis  
Steve and Stephen Bright, Talbert & Bright (via Zoom)  
Rick Cloutier (via Zoom)

**CALL TO ORDER:** Chairman Jones called the meeting to order at 9:01 a.m.

**A. Pledge of Allegiance**

Chairman Jones led the Pledge of Allegiance.

**B. Public Comments**

Chairman Jones asked if anyone wished to make a public comment. There were none.

**C. Conflict of Interest**

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

**D. Additional Agenda Item(s) Requested**

Hangar Rates and Policy Discussion

**E. Approval of Agenda**

The revised agenda for Wednesday, August 9, 2023, was presented.

M/S – Kiker/Gilliam — That the revised Moore County Airport Authority Meeting Agenda was approved for August 9, 2023.

The motion passed by the following vote:

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

**F. Approval of Previous Meeting Minutes**

Moore County Airport Authority Meeting Minutes Presented: July 12, 2023.

M/S -McPherson/Kiker - That the Moore County Airport Authority approve the Meeting Minutes of July 12, 2023.

The motion passed by the following vote:

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

**G. Consent Approval**

1. Grant # 36244.57.13.1 Revision #2 (Runway, Taxiway & Apron Lights/Signage Project

M/S – Gilliam/Kiker— That the Moore County Airport Authority approve the Grant 36244.57.13.1 Revision #2 – Runway, Taxiway & Apron Lights/Signage Project.

The motion passed by the following vote:

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

**H. New Business**

1. Hangar 57 Door Replacement Discussion: Airport Director Maness introduced the need to replace Hangar 57 door. The door is over 20 years old. Operations Manager Puszynski provided a timeline. The door was installed in 1999. The door now is bowing in the center; and is creating a safety issue. Parts have been replaced, but it is now time to replace the door. There is a need to do a Request for Proposals (RFP) for the replacement. There has been one quote received, in the amount of \$159,000, from Powerlift Doors. Authority Member Gilliam will look at the door to see if the issue is a structural issue. Authority Treasurer McPherson asked if a quote for a fabric door could be obtained.

**I. Old Business**

1. Approval of modified Ordinance to Limit Height of Objects Around Moore County Airport: Airport Director Maness introduced the changes requested by the Authority. Attorney John May reviewed the change requests and made the changes. Airport Director Maness confirmed that the Moore County Board of Commissioners does not need to approve the amended ordinance, because no land is affected. The Authority asked if the Authority is able to administer and enforce the policy. The answer is yes. Contractors will approach the Airport for approval prior to any construction near the airport. There is a formal process in place for contractors to request

approval for construction near the airport. The Authority requested Airport Director Maness remove reference to the County Board of Commissioners throughout the document for the next meeting.

**J. Projects Reports, Summaries and Updates**

1. Airport Director Maness provided updates on the following projects:
  - Frye Property: The Airport is working with Talbert & Bright on getting a new DOT-certified appraisal done for the Frye property.
  - Hangar Site Prep: Grading of the taxilane should be finished next week, then another 30-60 days to pour concrete. The work includes a sidewalk to the bathroom.
  - Terminal Project: Southern Builders hope to start this month. They are working on obtaining permits.
  - AWOS: The Airport received approval from the wildlife people to clear the area. Work will be done to flag the area affected by the clearing.
  - Lighting Project: The project is going well. Precision has been great to work with. There is a slight delay in the delivery of runway lights.
  - FOD Boss: The Airport has a new FOD Boss. This new addition to the Airport will allow better FOD removal from the runway and taxiway.
  - Fuel Pricing: Titan works closely with the Airport to ensure the Airport is aware of fuel pricing fluctuations. The Airport takes action to adjust the prices accordingly.
  - Finance: The Airport is behind on fuel sales. August may be a slow month too. Airport Operations Manager Puszynski commented that the Airport is missing out on late flights and early departures due to the ongoing night closures.

Airport Treasurer McPherson asked what the approximate cash balance was. Airport Director Maness said the cash position is not good. The Airport is waiting for reimbursements.

- Hangar Construction and Storage Building: Airport Director Maness has been in communication with the NC DOT regarding the issues with trying to get both Gattis and Sandhills Building Systems to become DOT-certified. Airport Director Maness is waiting for an answer on whether to allow Sandhills Building Systems to build the hangar and then sell it to the Airport.
- BIL Requests: Treasurer McPherson asked if the Airport has put in a request for BIL funding. The amount of the five-year grant program is \$600,000. The feedback received is that staff is needed to administer the program. Chairman Jones and Airport Director Maness will write a formal brief letter.
- Atlas: Finance Administrator Oakley discussed the steps needed to go-live with Atlas. The Airport is waiting for Atlas to provide reports. The timeline is to have Atlas running when the new trucks are delivered. Chairman Jones requested that for all of the "to-do" items, a delivery due date should be added.
- Titan: Titan is scheduled to transfer \$125,000 to the Airport. Finance Director Oakley said that the Airport would do a journal entry once received, to recognize the transfer.

- Audit: During a conference call, Treasurer McPherson acknowledged that access to SharePoint would be given to the Auditor. There was a checklist with 30 items the Auditor is requesting. The checklist has been uploaded. The supporting documents will need to be uploaded.

**K. Analysis and Discussion**

1. Hangar Rates and Policy Discussion: Airport Director Maness introduced the discussion about Hangar Rates and Policy. He also indicated there are two issues that need to be addressed through this policy: 1) Adjustment of Hangar Rates; and 2) Aircraft Storage Pricing for Corporate Hangars. He requested guidance about the new executive hangar rates. Due to technical difficulties, Treasurer McPherson discussed the second issue.

The first item to be discussed was the adjustment of hangar rates. The rates for the hangars would be adjusted in July. It was determined that the new executive hangar prices would be the same as the other executive hangars, and freeze rates. The T-hangar prices would go up \$15 to \$490, as approved in March. The rates were approved in the minutes. Staff will need to correct the discrepancy. Staff does not need to do the rate increase retroactively.

The second item to be discussed is the Aircraft Storage Pricing policy. Treasurer McPherson introduced the Aircraft Storage Pricing policy for corporate hangars. This policy is to be used when setting hangar rates – to look at common standards before setting lease rates. A modification to the policy is requested. The modification should be to Item # 11. It should say, “The Authority’s intent is to use reasonable efforts to give a minimum of 30-days’ notice.”

M/S-Kiker/Gilliam-That the Moore County Airport Authority keep the 2023 executive prices the same as the 2009 executive hangar prices; and adjust the t-hangar rates to align with the approved adjusted price; and approve the modified Aircraft Storage Pricing for Corporate Hangars Policy; and authorize Airport staff to implement the policy.

The motion passed by the following vote:

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

**L. Announcements/Comments**

Chairman Jones announced the following activities at the Airport: August 19, 2023 is the Motors and Moore Car Show; October (TBD) EAA Young Eagles Day; and October 27 and 28 is the Festival D’Avion and Trunk or Treat events.

Airport Director Maness announced that this August 9 Authority meeting will be Chairman Jones’ last official capacity meeting. Mr. Maness said, “Over the years, Mike has given so much to the Airport; and it has been a pleasure on my part and I’m really proud to have served with you. Thank you for everything you have done.”

Treasurer McPherson commented, "I agree with what Ron said and your dedication, enthusiasm, leadership has been exemplary for eight years-a long time. You stuck with it, showed up. Woody Allen said, 'Half a life is showing up.' You definitely showed up every time, and gave a lot, so thank you. It has been great to watch."

Member Gilliam dittoed Mr. McPherson's comment.

Vice Chairman Kiker said, "I wanted to add it has been – I'm the newbie here – it's been an absolute pleasure to see your passion. I wish you the very best."

Chairman Jones thanked the Authority.

**M. Adjournment**

The next MCA Authority meeting will be held in-person and via Zoom at 9:00 a.m. Wednesday, September 13, 2023.

M/S-Gilliam/McPherson – That the Moore County Airport Authority adjourn the meeting at 10:43 a.m.

The motion passed by the following vote:

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

The Airport Authority Meeting was adjourned by Chairman Jones at 10:43 a.m.

  
Adam Kiker, Authority Vice Chairman

  
Gene Horne, Authority Secretary

