



Moore County Airport Authority
Tuesday, April 11th, 2017
Board Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting was held on April 11th, 2017 at 10:00 a.m. at the Moore County Airport Terminal Conference Room.

- Authority Members Present:** Bob Zschoche, Chairman
Barry Lerman, Vice Chairman
Mike Jones, Treasurer/Secretary
George Parker, Member
- Authority Members Absent:** Pat Corso, Member
- Staff Present:** Greg Hudson, Airport Manager
Bobbie Cox, Operations Director
Jack Stevens, Chief Flight Instructor
Jane Long, Finance Administrator
Crystal Meyers, Administrative Assistant
- Others Present:** Board of Commissioner, Frank Quis
Board of Commissioner, Louis Gregory
Stephen Baldwin, Airport Consultant
Members of the Public

CALLED TO ORDER

A. Opened Session

B. Closed Session

1. *I hereby move that, pursuant to [N.C.G.S. 143-318.11(a) (6)], the Board meets in closed session to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.*

o Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to enter Closed Session.

o Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, George Parker, the Authority voted 4 to 0 to return to Open Session.

C. Pledge of Allegiance was led by Chairman, Bob Zschoche

1. Chairman, Bob Zschoche, introduce the new Airport Manager, Greg Hudson & welcomed Moore County Board of Commissioners, Frank Quis and Louis Gregory to the meeting.
2. Manager, Greg Hudson, introduced the new Airport Finance Administrator, Jane Long.

D. Conflict of Interest Inquiry was made by Chairman, Bob Zschoche

(None)

E. Approval of Agenda Presented

1. Vice Chairman, Barry Lerman, requested the addition of guest speaker, Steven Baldwin, Airport Consultant, be added to the Agenda.
2. By consensus, all Authority members were in agreement of the revised meeting Agenda.

F. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes - **Retreat**: February 14th & 15th, 2017; **Regular Meetings**: March 14, 2017; **Closed Meetings**: February 14, 2017 & March 14, 2017; **Special Meetings**: March 10, 2017, March 17, 2017, & March 31, 2017.
 - o Upon motion made by Secretary, Mike Jones, and seconded by member, George Parker, the Authority voted 4 to 0 to approve the Moore County Airport Authority Meeting Minutes - **Retreat**: February 14th & 15th, 2017; **Regular Meetings**: March 14, 2017; **Closed Meetings**: February 14, 2017 & March 14, 2017; **Special Meetings**: March 10, 2017, March 17, 2017, & March 31, 2017.

G. Public comments

1. *(None)*

H. Presentations/Guest Speakers

1. Vice Chairman, Barry Lerman, introduced Airport Consultant, Steven Baldwin.
2. The Authority invited Mr. Baldwin to visit and analyze all aspects of the Airport and its operations for the purpose of implementing better operating practices to improve the efficiency and management of the Moore County Airport.
3. Mr. Baldwin provided a brief overview of his organization and stated he would be providing an assessment for the Authority's review.
4. Chairman, Bob Zschoche, informed members of the public the recommendations will be heard in a public forum before any action is taken.

I. Public Hearing

1. FY 2017/2018 Budget Presentation is made available for public review.
 - o Chairman, Bob Zschoche, opened the Hearing to the Public.
2. Public Hearing to be opened for Public Comments on the FY17/FY18 Budget.

- Public attendee, Charles Mirman, inquired about the proposed \$20K contribution to the Sandhills Community College.
- Chairman, Bob Zschoche, explained the contribution is still being considered for support of the Sandhills Community College Pilot Program.
- Vice Chairman, Barry Lerman, stated he would like to have further discussion on the \$20K contribution before approving it in the FY 2017/2018 Budget.

J. Report Inquiries – The following reports were provided to the Authority Members.

1. The Authority members had no questions or comments.
 - Financial Report - (100LL Comparison) (Jet A Comparison)
 - Director's Report
 - Operation's Report
 - Flight Center Report

K. Unfinished Business

1. Considered proposed FY 2017/2018 Budget.
 - Chairman, Bob Zschoche, suggested the Budget approval be postponed due to significant changes expected to the FY 2017/2018 budget due to the impending divesting of the Flight Center to Total Flight Solutions (TFS). Chairman, Zschoche stated a preliminary budget was presented to the Moore County Board of Commissioners.
 - Chief Flight Instructor, Jack Stevens, provided an update to the Authority on the progress of the transition. Mr. Stevens informed the Authority all Airport Flight Instructors had been offered positions with Total Flight Solutions and will begin scheduling with TFS by May 1, 2017.
 - Airport Manager, Greg Hudson, stated refunds would be given to current Flight Center Customers with account credits and the sale of the Aircraft to TFS is still moving forward.
 - Vice Chairman, Barry Lerman, notified the public of the agreement to re-assume the Flight Center should TFS cease operations.

L. New Business

1. Discussed reconciling the Airport Project Requests on file at the County with the NCDOT TIP.
 - The Authority directed Airport Manager, Greg Hudson, to schedule a TBI assessment of the Airport's NCDOT TIP projects. The Authority requested the TIP also include a Master Plan Update.
 - Chairman, Bob Zschoche, stated an updated TIP will be provided to the County reflecting the revised planned projects.
2. Considered revising the Airport's Minimum Standards insurance requirement of \$2 Million.

- o Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to approve reducing the Airport's Minimum Standard Insurance requirement of \$2 Million to \$1 Million.

M. Additional Agenda Items Requested

(None)

N. Announcements

1. The Authority announced a base customer meeting will be held at the Moore County Airport Terminal on Thursday, April 20th, 2017 at 6:00 p.m.
2. Secretary, Mike Jones, announced an EAA Young Eagles event will be held at the Moore County Airport on Saturday, May 6th, 2017.
3. The Moore County Airport Authority meeting will be held at 10:00 a.m. at the Airport Terminal Conference Room, Carthage, North Carolina, on Tuesday, May 9th, 2017.

O. Adjournment

1. Chairman, Bob Zschoche, adjourned the meeting.



Bob Zschoche, Chairman
Moore County Airport Authority



Michael Jones, Secretary
Moore County Airport Authority