



Moore County Airport Authority
Tuesday, August 8th, 2017
Board Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting was held on August 8th, 2017 at 10:00 a.m. at the Moore County Airport Terminal Conference Room.

Authority Members Present: Bob Zschoche, Chairman
Barry Lerman, Vice Chairman
George Parker, Member
Mike Jones, Treasurer/Secretary
Pat Corso, Member

Authority Members Absent:

Staff Present: Greg Hudson, Airport Manager
Bobbie Cox, Operations Director
Crystal Meyers, Administrative Assistant
Jane Long, Finance Administrator
Gale Vencill, Finance Clerk

Others Present: Mary Kate Murphy – The Pilot
Charles Mirman
Bob Kroll

CALLED TO ORDER

- A. Opened Session**
- B. Closed Session**
(None)
- C. Pledge of Allegiance was led by Chairman, Bob Zschoche**
- D. Conflict of Interest Inquiry was made by Chairman, Bob Zschoche**
(None)
- E. Approval of Agenda Presented**

1. Vice Chairman, Barry Lerman, requested 3 additional agenda items be added:
 - An update to the Central Security Camera upgrades.
 - An update to the Putting Green Project for the Airport.
 - Discussion regarding the Pinehurst Licensing Agreement.
2. By consensus, all Authority members present were in agreement with the proposed meeting Agenda, including the additional items by Vice Chairman, Barry Lerman.

F. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes: July 11, 2017.
 - Upon motion made by Secretary, Mike Jones, and seconded Vice Chairman, Barry Lerman, the Authority voted 5 to 0 to approve the July 11, 2017 Moore County Airport Authority Meeting Minutes.

G. Public comments

(None)

H. Presentations/Guest Speakers

(None)

I. Public Hearing

(None)

J. Report Inquiries

1. The Authority members had questions/comments on the provided reports listed below:
 - Financial Report - (100LL Comparison) (Jet A Comparison)
 - The Authority requested the MCA Flight Center data from the previous year be removed from the month to month comparisons in the financial reporting in order to better compare, and better listed as a footnote.
 - Treasurer, Mike Jones, requested the revenues be broken down by category to provide more clarity in the revenue sources.
 - Member, Pat Corso requested accounting adjustments/anomalies be listed with the financials.
 - Director's Report
 - Secretary, Mike Jones, inquired on the progress of the observation area. Airport Manager, Greg Hudson, informed the Authority the Airport Engineers have considered the proposed area and have given their agreement of the location. One bid to move the fence had come in and the Airport is awaiting additional bidding from other companies.

- Vice Chairman, Barry Lerman, inquired on the UNC Air Care announcement in the Pilot newspaper. Airport Manager, Greg Hudson, informed the Authority that an upcoming Project Meeting has been scheduled with all parties involved.
- Operation's Report
 - Secretary, Mike Jones, inquired on Hangar # 5 door repair progress. Operations Director, Bobbie Cox, provided a timeline for the repairs and an expected completion date of Friday, August 11th.

K. Unfinished Business

1. The Authority reviewed the findings of the hangar waiting list survey & considered the revised list that was the result from that survey.
2. The Authority considered the revised hangar waiting list process & procedures.
 - The Authority determined the revised process and procedures, once approved, will apply to those currently listed on the waiting list and new customers moving forward.
 - The Authority directed staff to change the proposed process (2B of the Process & Procedures) of placing the customer at the bottom of the list, if a hangar is refused, to be removed instead and the \$100 listing fee non-refundable.
 - Upon motion made by member, George Parker, and seconded by Vice Chairman, Barry Lerman, the Authority voted to adopt the Hangar Waiting List Process & Procedures, to include the above changes.
3. The Authority reviewed the current Hangar Lease Agreement.
 - Secretary, Mike Jones, indicated he would like the Agreement simplified from its current form that is onerous and unnecessary and, in his opinion, is chasing customers away.
 - Chairman, Bob Zschoche, indicated the Agreement had been reviewed by an Attorney, and has been deemed necessary for the Airport's purposes. (A member of the public expressed his opinion of the Agreement and went on to express a complaint related to paragraph 5, subsection I, of the Agreement. Discussion among the public and the Authority ensued.
 - Member, Pat Corso, recommended removing processes & procedures from the Agreement and to implement a process & procedure policy.
 - No further discussion or action items were provided.
4. Discuss Airfield Storm Drain Pipe Rehabilitation Grant Project.
 - Airport Manager, Greg Hudson, provided an update on the status of the project. The Phase I, part 1, inspection is complete and moving on to phase I, part 2,

beginning the design, development, & rehabilitation. The NC DOA has been informed that timing is critical for this project.

L. Additional Agenda Items Requested

1. Central Security Camera updates were requested from Vice Chairman, Barry Lerman.
 - Airport Manager, Greg Hudson, informed the Authority the camera upgrades were moving forward.
2. Vice Chairman, Barry Lerman, provided an update on the proposed Putting Green at the Airport.
 - Funding is delaying the project from moving forward at this time and efforts are being made to raise the funds.
3. An update on obtaining the *Pinehurst* license for the purposes of an Airport name change was requested.
 - Vice Chairman, Barry Lerman, informed the Authority the *Pinehurst* License has been obtained and will require signatures if all members are in agreement with moving forward with the Airport name change to Pinehurst Regional Airport.

M. New Business


1. Reviewed Department of Transportation's STI & Department of Aviation's TIP Aviation Project Lists.
 - Airport Manager, Greg Hudson, provided a recommendation of projects to be submitted for the SPOT 5.0.
 - The Authority members were in agreement with the recommended STI project list for submittal.
2. Discussed Airport Strategic Plan.
 - Member, Pat Corso, explained the necessity of having a Strategic Plan for the Airport and advised working with strategic planners to move forward with the economic development of the Airport and the local community.
 - By consensus the Authority agreed to begin strategic planning for the Airport's future development.
3. Considered Airport Resource Telecommunications Policy.
 - Upon motion made by member, George Parker, and seconded by Chairman, Bob Zschoche, the Authority voted 4 approved and 1 opposed (Mike Jones) the updated Airport Telecommunications Policy.

N. Announcements

1. 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, September 12th, 2017.

O. Adjournment

1. Chairman, Bob Zschoche, adjourned the meeting.



Bob Zschoche, Chairman
Moore County Airport Authority



Michael Jones, Secretary
Moore County Airport Authority