



**MOORE COUNTY AIRPORT AUTHORITY MEETING MINUTES
TUESDAY, DECEMBER 13TH, 2016**

The Moore County Airport Authority met in regular session on December 13th, 2016 at 2:00 p.m. at the Moore County Airport Terminal Conference Room, Carthage, NC.

Authority Members Present: Bob Zschoche, Chairman
Barry Lerman, Vice Chairman
George Parker, Member

Authority Members Absent: Mike Jones, Treasurer/Secretary

Staff Present: Greg Hudson, Executive Director
Bobbie Cox, Operations Director
Jack Stevens, Flight Center Chief
Kristin Klug, Finance Administrator
Crystal Meyers, Administrative Assistant

CALL TO ORDER

- A. SESSION OPENED AT 2:00 P.M.**
- B. CHAIRMAN, BOB ZSCHOCHÉ LED THE PLEDGE OF ALLEGIANCE.**
- C. CONFLICT OF INTEREST INQUIRY WAS MADE BY CHAIRMAN, BOB ZSCHOCHÉ**
- D. APPROVAL OF AGENDA PRESENTED**
1. Consideration for Airport Appointees to the SCC Professional Pilot Program Advisory Committee Agenda item was not heard and removed from the draft agenda.
 2. All Authority members were in agreement of the meeting Agenda, to include the requested removal of the above agenda item.
- E. APPROVAL OF PREVIOUS MEETING MINUTES**
1. Moore County Airport Authority Meeting Minutes, **November 8th, 2016 & December 8th, 2016.**
 - o Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, George Parker, the Authority voted 3 to 0 to approve the Moore County Airport Authority November 8th, and December 8th, 2016 Meeting Minutes.
- F. PUBLIC COMMENTS – (Procedures are attached)**
- (None)*

G. PRESENTATIONS/GUEST SPEAKERS

1. Pat Corso with Partners in Progress provided the History of Partners in Progress and stated the Economic Balance has increased over the past several years. Mr. Corso also described current development opportunities for the future of Moore County and what they hope to achieve.
 - Ed Waters inquired if any community metrics were ever reviewed for the Airport or Private Air Service. Mr. Corso stated there had not and described other reviews that have been conducted in the local community.
 - Vice Chairman, Barry Lerman stated to Mr. Pat Corso the Pilot Training and Aircraft Maintenance Training could also be a benefit to Sandhills Community College. Vice Chairman, Barry Lerman also asked Mr. Corso to elaborate on his earlier comment to have a consultant look at the Airport.
 - Mr. Corso explained the difficulties to determine potential economic development options due to the location of the Airport with all the encumbrances of the surrounding area. Mr. Corso advised the assistance of a consultant for would be beneficial in identifying possibilities for growth.
2. Dave Korb had requested to provide public comment due to a late arrival and missing the Public Comment period. Chairman, Bob Zschoche, allowed Mr. Korb's comments.
 - Mr. Korb stated the Authority was conducting an unlawful meeting by beginning at 2:00 p.m. rather than the usual posted time of 10:00 a.m. Chairman, Bob Zschoche explained the Authority followed the legal protocols to change the meeting time and notify the public.
 - Mr. Korb requested he present a statement he made during the Moore County Board of Commissioner's meeting for the Airport Authority's review. Written copies of the statements were provided.
3. Chairman, Bob Zschoche, invited Mr. Corso and Partners in Progress to the Airport for further discussions. Mr. Corso also stated an Airport representative could request to be placed on the planning board with Partners in Progress.

H. PUBLIC HEARING

(None)

I. REPORT INQUIRIES – The following reports were provided to the Authority Members:

1. Financial Report - (100LL Comparison) (Jet A Comparison)
 - Vice Chairman, Barry Lerman, asked the Financial Administrator to define the term "Facility Rental." Kris Klug explained Facility Rentals covered hangar rentals, storage rentals, and office rentals. The conference room rentals are rented to transient customers that are not non-profit organizations.
2. Director's Report
3. Operation's Report
4. Flight Center Report
 - Vice Chairman, Barry Lerman requested the current status of the Flight Center Aircraft. It was reported two Aircraft were on line and was expected to return for Maintenance within the next day.

J. UNFINISHED BUSINESS

1. The approval of a Budget Amendment for Flight Center Aircraft Maintenance costs was requested.

- It was explained to the attendees of the meeting the Budget Amendment was necessary due to the increased Aircraft Maintenance costs as a result of increased Flight hours that were not anticipated.
- Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, George Parker, the Authority voted 3 to 0 to approve the Budget Amendment.

2. Considered upgrades for Flight Center Aircraft.

- Vice Chairman, Barry Lerman, requested the Executive Director and the Flight Center Chief comprise a list of upgrades that are necessary for the compliance and safety of the Flight Center Aircraft to be presented at a later date for consideration by the Authority.
- Base customer, Charles Mirman, suggested the Authority consider the necessary equipment needed for safety and adequate training in the Flight Center Aircraft, and not the cosmetic touch-ups, before making a decision on the upgrades. Mr. Mirman also commented on the Budget being utilized on the Flight Center, and if there is adequate profitability to benefit the customers.
- Chairman, Bob Zschoche, advised the Executive Director to take Mr. Mirman's comments into consideration when compiling the list of upgrades to be presented to the Authority.
- Base Customer & Pilot, Jim Truemper, had a differed opinion from Mr. Mirman and suggested other opinions also be considered when making Aircraft upgrade decisions that would benefit the overall outlook of the Flight Center to future student pilots.

3. Considered acceptance of additional fuel cards and to changing the fuel pricing policy.

- Vice Chairman, Barry Lerman, recommended the Airport change the Jet Fuel pricing mechanism and explained his reasoning for the change. Mr. Lerman explained that by changing the pricing mechanism and adding fuel cards it would produce the potential for added revenue and would benefit the customers by providing more options for payment.
- Member, George Parker, asked if there were any indications of a loss in fuel sales as a result of not accepting additional fuel cards and if it would create an increased workload for the Financial Administrator. Kris Klug stated there wasn't tracking to make the determination of any potential losses of fuel sales and explained the process she would have to undertake if the changes were implemented.
- Upon motion made by Vice Chairman, Barry Lerman, and seconded by, member, George Parker, the Authority voted 3 to 0 to approve implementing AEG, Colt, UV Air, Everest Fuel, and Avfuel, fuel cards and to change the pricing mechanism for the "into plane rate" and fuel cards that is to be determined by the Executive Director and the Financial Administrator on a weekly basis.

4. Consideration of the proposed Amendments to the Moore County Airport Authority By-Laws was postponed.

- The Authority postponed the consideration of amendments to allow all members to be present for the vote.

5. Discussed the proposed Community Event, Touch-A-Truck.

- In the absence of an Attorney for review, the members expressed their initial thoughts of the event.
- The overall opinion of the Authority is to decline the community event.
- Base Customer, Ken Heinlein, commented on the event that took place previously at a different location. Safety during the event was a concern and community involvement was a consideration. Location on the Airport was also discussed.
- Liability for the Airport was an additional concern and the suggestion was made to seek an Attorney's advice before moving forward with a decision.
- Larry Gebler asked what the criteria would be when determining which events are allowed to take place at the Airport.
- Chairman, Bob Zschoche, stated all comments would be considered, and the discussion would be postponed for further consideration by all Authority members, before making a determination.

K. NEW BUSINESS

1. Approval of an update for the Corporate Authority Resolution for 1st Bank was requested.
 - Upon motion made by member, George Parker, and seconded by Vice Chairman, Barry Lerman, the Authority voted 3 to 0 to approve the Corporate Authority Resolution update.
2. Received Airport Security System Status Report that was provided by Central Security's, Dick Harpster.
 - Dick Harpster provided the status of the Airport Security and made suggestions for improvements and upgrades to provide security more effectively and efficiently due to the current system being outdated. Further research was recommended to determine the appropriate security level at the Airport and the best option to meet those needs. A proposal was provided suggesting new technology and software upgrades.
 - Chairman, Bob Zschoche, requested a current statement of requirement be executed by the Executive Director in order to make a more informed decision on how to move forward with Airport Security upgrades.
3. Consideration for a "wet rate" and "dry rate" pricing option for the Flight Center Aircraft was postponed until the January 2013 Airport Authority meeting.
 - Base Customer, Charles Mirman, advised to be wary of dry rates and provided an instance where dry rates were implemented that led to customers running out of fuel, which had not occurred when wet rates were in place.
 - The consideration of a wet rate and a dry rate pricing option was postponed for further consideration of all members.
4. Discussion of additional efforts to improve the EAA, Young Eagles Event was postponed.

- The discussion of additional efforts to support the EAA, Young Eagles Event, was postponed until the January 2017 Authority meeting to include further discussion with all members.

5. Considered branding/marketing efforts for the Airport.

- Vice Chairman, Barry Lerman, suggested a meeting be set with the Moore County Board of Commissioners to discuss the Authority's vision for the Airport. Chairman, Bob Zschoche, stated he would make those arrangements with the Commissioners, with no objections from fellow Authority members.
- Moore County Commissioner, Jerry Daeke, stated there are two scheduled work sessions to be held in January 2017 that do not have finalized agendas. Mr. Daeke suggested one of those work sessions would be an opportune time to schedule the meeting.
- Vice Chairman, Barry Lerman, suggested the signage on the ramp side and parking lot side of the Airport be organized to better assist Airport customers and improve the operation of the Airport. Mr. Lerman also requested the Airport Authority Parking space sign be removed.

6. The consideration of Airport Appointees to the SCC Professional Pilot Program Advisory Committee item was not heard and was removed from the draft agenda at the request of Chairman, Bob Zschoche, as previously documented.

L. ADDITIONAL AGENDA ITEM(S)

(NONE)

M. ADDITIONAL PUBLIC COMMENTS/ANNOUNCEMENTS

1. The Moore County Airport Authority meeting will be held at 10:00 a.m. in the Terminal Conference Room at the Moore County Airport on Tuesday, January 10th, 2017.
2. The Moore County Airport Authority meeting and Authority Retreat will be held at the Department of Social Services in Carthage, NC on February 14th & 15th 2017.

N. RECESSED OPEN MEETING/ENTERED CLOSED SESSION

- Upon motion made by Chairman, Bob Zschoche, and seconded by Vice Chairman, Barry Lerman, the Authority voted 3 to 0 to enter Closed Session.

O. ENTERED CLOSED SESSION

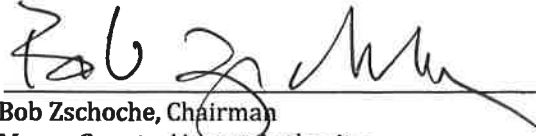
1. *I hereby move that, pursuant to [N.C.G.S. 143-318.11(a) (4)], the Board meets in closed session to discuss matters relating to the location or expansion of business in the area served by this body.*
2. *and to establish or instruct the staff or agent concerning the negotiation of the price and terms of a contract concerning the acquisition of real property, pursuant to [N.C.G.S. 143-318.11(a) (5)].*

P. RETURNED TO OPEN SESSION

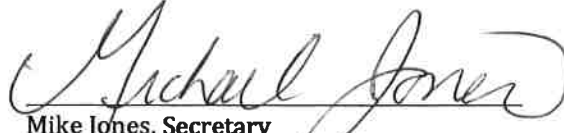
- Upon motion made by Vice Chairman, Barry Lerman, and seconded by member, George Parker, the Authority voted 3 to 0 to adjourn Closed Session and to return to Open Session.

Q. ADJOURNMENT

1. Chairman, Bob Zschoche, adjourned the meeting.



**Bob Zschoche, Chairman
Moore County Airport Authority**



**Mike Jones, Secretary
Moore County Airport Authority**