



Moore County Airport Authority
Tuesday, September 12th, 2017
Board Meeting – 10:00 a.m.
Minutes

The Moore County Airport Authority Meeting was held on September 12th, 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

Authority Members Absent: Pat Corso, Member

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

Others Present: Otis, Ritter, Moore County Commissioner
Andrew Stilwell, Tarheel Communications
Dave Droschak, Tarheel Communications
Phil Greene, Total Flight Solutions
Mary Kate Murphy, the Pilot Newspaper
Charles Mirman
Marty McKenzie
Dan Maples, Golf Course Architect

CALLED TO ORDER

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

1. Airport Manager, Greg Hudson, requested an additional item be added to the Agenda. A Budget Transfer to cover expenses for the IT/Communications Clean-up & Upgrades.
2. Secretary, Mike Jones, requested Phil Greene, Total Flight Solutions, provide an update on the Flight School Operations.
3. Vice Chairman, Barry Lerman, requested an update from the Golf Green Committee.
4. By consensus, all Authority members present were in agreement with the proposed meeting Agenda, to include the additional Agenda Item requested by Airport Manager, Greg Hudson, the Golf Green Update & the Flight School Update by Total Flight Solutions.

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

(None)

F. Approval of Previous Meeting Minutes

1. Moore County Airport Authority Meeting Minutes: August 8, 2017.
 - o Upon motion made by Secretary, Mike Jones, and seconded Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to approve the August 8, 2017 Moore County Airport Authority Meeting Minutes.

G. Public comments

(None)

H. Announcement

1. The Authority announced based customer, Dr. Bob Kroll, had a hospital stay and was home doing well and wished him a speedy recovery.
2. Chairman, Bob Zschoche, recognized member, George Parker, for his service on the Airport Authority and gave the appreciation of the Authority members and the staff.
3. Chairman, Bob Zschoche, announced the appointment of interim Authority Member, Pat Corso, to the Moore County Airport Authority.

I. Presentations/Guest Speakers

1. Tarheel Communications, Andrew Stilwell & Dave Droschak presented business plans and held a Q & A for the upcoming Inaugural Airport Event, Festival D'Avion, scheduled for April of 2018.
 - o Airport Manager, Greg Hudson, explained the extra man hours were not budgeted for the event, and appropriations have been determined to cover the additional wages.
 - o Chairman, Bob Zschoche, requested the Airport Manager to consult with the Airport Attorney to ensure the Airport is within policy & FAA compliance to host an event that intends to charge admission.

- The Airport Manager, Greg Hudson, advised Andrew Stilwell an event contract & a Certificate of Liability would be required. Mr. Hudson informed Mr. Stilwell the Airport Attorney would draw up the contract and provide it to them.
2. Phil Greene, of Total Flight Solutions, provided an update on the current business situation. Mr. Greene indicated business was slow and marketing assistance would be welcome. Mr. Greene stated the need for marketing and the lack of consistent maintenance on-site delaying Aircraft availability were a few of the issues the flight school is trying to overcome. The Airport has offered assisting with Marketing contacts & ideas to support the flight school.
 3. Marty McKenzie and Dan Maples explained the idea and process to implement a Golf Green at the Moore County Airport and what is needed to move forward with the project, to include soliciting donations/contributions to cover the cost of the projected \$80K project.
 - Secretary, Mike Jones, proposed the Airport Authority budget 30% of the estimated \$80K to install the Golf Green into the Airport Marketing Budget.
 - Chairman, Bob Zschoche, suggested a review of the project by the Authority be conducted before deciding by vote to formally commit to the project as an Airport Marketing endeavor.
 - The Authority, by consensus, agreed Mr. Maples & Mr. McKenzie can proceed while the project is under review by the Attorney and the Airport Authority and the approval for the relocation of the flags to be determined by the Airport Manager.

J. Public Hearing

(None)

K. Report Inquiries

1. The Authority members had questions/comments on the provided reports listed below:
 - Financial Report - (100LL Comparison) (Jet A Comparison)
(No comments/questions)
 - Director's Report
 - Secretary, Mike Jones, requested an update on UNC/Air Methods locating to the Airport.
 - Airport Manager, Greg Hudson, indicated UNC/Air Methods business plan is still being developed and the Airport is actively working with the Agency to meet their needs.
 - Operation's Report
 - Secretary, Mike Jones, requested an update to the observation area.
 - Airport Manager, Greg Hudson, provided the quoted amount needed to move forward with the project and indicated, upon review by the Airport Engineers, was found to be within compliance.
 - Upon motion made by Secretary, Mike Jones, and seconded by Vice Chairman, Barry Lerman, the Authority voted 4 to 0 to approve a Budget

Transfer to cover the expense, not to exceed, \$5K to move the fence and implement an observation area.

L. Unfinished Business

(None)

M. New Business

(None)

N. Additional Agenda Items Requested

1. Considered a Budget Transfer as recommended by staff to begin IT/Communications Clean-up & Upgrades accepting the proposal provided by Integrated Network Associates (INA).

- o Upon motion made by Chairman, Bob Zschoche, and seconded by Secretary, Mike Jones, the Authority voted 4 to 0 to approve the Budget Transfer for IT/Communications provided by Integrated Network Associates (INA).

O. 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, October 10th, 2017.

P. Adjournment

1. Chairman, Bob Zschoche, adjourned the meeting.



Bob Zschoche, Chairman
Moore County Airport Authority



~~Michael Jones, Secretary~~ BARRY LERMAN,
Moore County Airport Authority VICE CHAIRMAN