



**Moore County Airport Authority**  
**Tuesday, December 12<sup>th</sup>, 2017**  
**Board Meeting – 10:00 a.m.**  
**Minutes**

The Moore County Airport Authority Meeting was held on December 12<sup>th</sup>, 2017 at 10:00 a.m. at the Moore County Airport Terminal Conference Room.

**Authority Members Present:** Bob Zschoche, Chairman  
Mike Jones, Secretary/Treasurer  
Pat Corso, Member  
Tom McPherson, Member

**Authority Members Absent:** Barry Lerman, Vice Chairman

**Authority Members Present  
Participating Electronically:** (None)

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

**Others Present:** Steve Bright, Talbert & Bright  
Phil Greene, Total Flight Solutions  
Tim Riley, Local Lacrosse Coach  
Mary Kate Murphy, the Pilot Newspaper

**CALLED TO ORDER**

**A. Opened Session**

1. Member, Bob Zschoche, requested a moment of silence for the late, Bob Norman.

**B. Pledge of Allegiance was led by Chairman, Bob Zschoche.**

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

*(None)*

**D. Approval of Agenda Presented**

1. By consensus, all Authority members present were in agreement with the proposed meeting Agenda to include the following additions:
  - Steve Bright, with Talbert & Bright, was invited by member, Bob Zschoche, to discuss the Strategic Planning Project in closed session with the Authority.
  - Authority consideration to submit to the NCDOT NCDOA a request for aid to utilize 2014/2015 Non-Primary Entitlement Grant Funds and to certify the local match for the Airfield Storm Drain Rehabilitation Project.

**E. Approval of Previous Meeting Minutes**

1. Moore County Airport Authority Meeting Minutes: November 14, 2017.
  - Upon motion made by member, Tom McPherson, and seconded by member, Pat Corso, the Authority voted 4 to 0 to approve the November 14, 2017 Moore County Airport Authority Meeting Minutes.

**F. Public comment**

1. Local Lacrosse Coach, Tim Riley, requested the Authority to consider utilizing Airport property for a practice field.
  - Member, Bob Zschoche, instructed the Airport Manager, Greg Hudson, to research to possibility in accordance with all applicable laws/guidelines/etc... and to advise the Authority of the findings. The decision of the Authority will be provided to Mr. Ripley.

**G. Presentations/Guest Speakers**

1. Peter Stilwell, Tarheel Communications, provided answers to the Authority regarding the Festival D'Avion event to be held in the spring 2018 at the Moore County Airport.
  - Upon motion made by member, Pat Corso, and seconded by member Tom McPherson, the Authority voted 4 to 0 to approve the Festival D'Avion Event to be held in the spring 2018 as proposed by Peter Stilwell.

**H. Public Hearing**

*(None)*

**I. Report Inquiries**

1. The Authority members had questions/comments on the provided reports listed below:
  - Financial Report - (100LL Comparison) (Jet A Comparison)
    - Member, Tom McPherson, inquired about the higher expense in Maintenance Operations compared to last year.
    - Finance Administrator, Jane Long, explained the Hanger Door Repair Project & the Camera/Security System upgrade had been budgeted for

this fiscal year and has now been completed, accounting for the variance in expenses.

- Director's Report
  - *(None)*
- Operation's Report
  - Member, Mike Jones, requested an update to the repositioning of the fence.
  - Operations Director, Bobbie Cox, informed the Authority the fence was expected to be complete within a couple of days.

**J. Unfinished Business**

1. The Authority discussed support for Sandhills Community College's Professional Pilot Program.
  - Upon motion made by member, Tom McPherson, and seconded by member, Pat Corso, the Authority voted 4 to 0 to approve the support of \$20K to the Sandhills Community College for the Professional Pilot Program.

**K. New Business**

1. The Authority considered the proposed update to the Airport Personnel Policy reinstating the Longevity Benefit to Airport Employees.
  - Upon motion made by member, Mike Jones, and seconded by member Tom McPherson, the Authority voted 4 to 0 to approve the revised Personnel Policy.
2. A request to send Project 36237.67.6.1 Budget Ordinance and Resolution to the Moore County Board of Commissioners for approval.
  - Upon motion made by member, Tom McPherson, and seconded by member, Mike Jones, the Authority voted 4 to 0 to approve submittal of Project 36237.67.6.1 Budget Ordinance and Resolution to the Moore County Board of Commissioners for approval.
3. Requested a Resolution be approved for Finance Officer, Caroline Xiong, to preform grant functions within the NC DOT, NCDOA Partner Connect Grant Authorizations Program.
  - Upon motion made by member, Mike Jones, and seconded by member, Tom McPherson, the Authority voted 4 to 0 to approve Caroline Xiong Access Authorization within NCDOT NCDOA Partner Connect.
4. Requested approval of Reimbursement Resolution for the Airfield Storm Drain Rehabilitation.

- o Upon motion made by member, Pat Corso, and seconded by member, Mike Jones, the Authority voted 4 to 0 to approve the Reimbursement Resolution.

5. Requested approval for a RFP from Airport Engineering Firms.

- o Upon motion made by member, Mike Jones, and seconded by member, Tom McPherson, the Authority voted 4 to 0 to approve submitting an RFP for Engineering Services.

**L. Additional Agenda Items**

1. Authority considered the request for aid submission to the NCDOT to utilize 2014/2015 Non-Primary Entitlement Grant Funds and to certify the local match for the Airfield Storm Drain Rehabilitation Project.

- o Upon motion made by member, Mike Jones, and seconded by member, Tom McPherson, the Authority voted 4 to 0 to approve submitting the request for aid to utilize 2014/2015 Non-Primary Entitlement Funds and certified the local match for the Airfield Storm Drain Rehabilitation Project.

2. Member, Bob Zschoche, informed the public a closed session will be held following the open session in order to confer with Steve Bright, Talbert & Bright Engineering Firm.

**M. Announcements/Comments**

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, January 9<sup>th</sup>, 2018.

2. Announce the Moore County Airport Authority Planning Meeting on Friday, January 5<sup>th</sup>, 2018 located in the Sandhills Community College Clement Dining Room beginning at 9:30 a.m.

3. The NCAA Annual Conference was announced to the Authority for consideration to attend, to be held in Ashville, North Carolina on March 26<sup>th</sup> through March 28<sup>th</sup>, 2018.

**N. Closed Session**

1. Member, Bob Zschoche, recessed Open Session to enter Closed Session.

- o Closed session recorded by member, Mike Jones.



Bob Zschoche, Chairman  
Moore County Airport Authority



Michael Jones, Secretary  
Moore County Airport Authority