

# **Rutherford County**

*Rutherford County Office Building  
289 N. Main Street  
Rutherfordton, NC 28139*



## **Meeting Agenda**

**Tuesday, December 15, 2015**

**5:30 PM**

**Rutherford County Airport Authority**

**I. Call To Order**

Election of Chairman

Election of Vice Chairman

**II. Pledge of Allegiance**

Agenda Approval

**III. Public Comments**

**IV. Consent Agenda**

Minutes of October 20, 2015 Regular Meeting

**Attachments:** October 2015 Minutes

**V. Director's/Financial Report**

**Director's/Financial Report**

October Financial Report

**Attachments:** November 2015 Financial Report

**VIII. New Business**

Meeting Dates for Rutherford County Airport Authority for 2016

**Attachments:** Meeting Schedule 2016

Bimonthly Meeting Dates for Rutherford County Airport Authority for 2016

**Attachments:** Bimonthly Meeting Schedule 2016

**X. Adjourn**



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-938, **Version:** 1

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**Meeting Date:** December 15, 2015

## **Election of Chairman**

**Summary:**

Election of Chairman

**Budget:**

n/a

**Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
airport@rutherfordcountync.gov

**Recommended Motion:**

Elect Chairman.



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-939, **Version:** 1

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**Meeting Date:** December 15, 2015

## **Election of Vice Chairman**

**Summary:**

Election of Vice Chairman.

**Budget:**

n/a

**Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
airport@rutherfordcountync.gov

**Recommended Motion:**

Elect vice chairman.



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-935, **Version:** 1

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**Meeting Date:** December 15, 2015

## Agenda Approval

**Summary:**

Agenda is presented to the Board for consideration.

**Budget:**

n/a

**Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
828-287-6061  
airport@rutherfordcountync.gov

**Recommended Motion:**

Approve agenda.



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-936, **Version:** 1

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**Meeting Date:** December 15, 2015

**Minutes of October 20, 2015**

**Summary:**

Minutes of October 20, 2015 are attached for the Board's consideration.

**Budget:**

n/a

**Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
828-287-6061  
[airport@rutherfordcountync.gov](mailto:airport@rutherfordcountync.gov)

**Recommended Motion:**

Approve October minutes.



Rutherford County Office Building  
289 N. Main Street  
Rutherfordton, NC 28139

# Rutherford County

## Meeting Minutes Rutherford County Airport Authority

Tuesday, October 20, 2015

5:30 PM

### I. Call To Order

Chairman Michael Benfield called the October 20, 2015 meeting of the Rutherford County Airport Authority to order.

**Present:** Chairman Michael Benfield, Alan Toney, Vice Chairman Eddie Holland, Greg Lovelace and Bryan King

**Absent:** None.

### II. Pledge of Allegiance

Chairman Michael Benfield led in the Pledge of Allegiance.

#### A. Agenda Approval

Member Greg Lovelace moved to approve the agenda and Member Alan Toney seconded.

**Ayes:** Chairman Benfield, Vice Chairman Holland, Lovelace, King, and Toney

**Noes:** None

### III. Public Comments

None.

### IV. Consent Agenda

Member Bryan King moved to approve the Minutes of October 20, 2015 Regular Meeting and Vice Chairman Eddie Holland seconded.

**Ayes:** Chairman Benfield, Vice Chairman Holland, Lovelace, King, and Toney

**Noes:** None

### V. Financial/Director's Report

Airport Director Randy Patterson reported on the revenues and expenditures through September 2015. There were no questions about the financial report.

## VI. Old Business

County Manager Steve Garrison presented the 30 year lease agreement for the N.C. Forest Service located on 4.088 acres of land in the Gilkey Township.

Member Greg Lovelace moved to approve the execution of the 30 year lease agreement for the N.C. Forest Service located on 4.088 acres of land in the Gilkey Township and Member Bryan King seconded.

## VII. New Business

Jimmy Luther with WK Dickson presented the Work Authorization #2 Obstruction & Structure Removal-Phase 1 on Runway 19 which includes the plan, and bid package and will be covered under non-primary entitlement grants.

Member Greg Lovelace moved to approve the Work Authorization #2 Obstruction & Structure Removal-Phase 1 on Runway 19 and Member Bryan King seconded.

County Manager Steve Garrison spoke about the Verizon Wireless Monopole Tower on Frady Street and it was for acknowledgment only and there was no action to take.

## X. Adjourn

Vice Chairman Eddie Holland moved to adjourn and Member Bryan King seconded.

**Ayes:** Chairman Benfield, Vice Chairman Holland, Lovelace, King, and Toney  
**Noes:** None

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Chairman, Airport Authority

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Vice Chairman, Airport Authority

Attest:

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Secretary to the Airport Authority



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-937, **Version:** 1

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**Meeting Date:** December 15, 2015

## **October Financial Report**

### **Summary:**

The financial report is presented to the Board for review.

### **Budget:**

n/a

### **Contact Information:**

Randy Patterson  
Airport Director  
828-288-4017  
randy.patterson@rutherfordcountync.gov

### **Recommended Motion:**

Information only.

RUTHERFORD COUNTY  
 Revenue and Expense Finance Report  
 Report dates 07/01/2015 - thru - 11/30/2015

Account Number	Account Description	Amended Budget	Period	Fiscal Year to Date	Encumbrances	Available Budget	% Used
			Activity 10/01/2015 to 10/31/2015				
13-3414-820-01-000	SALE OF COUNTY PROPERTY	0.00	0.00	-2,803.69	0.00	-2,803.69	0.00
	SALE CO PROPERTY/OTHER	0.00	0.00	-2,803.69	0.00	-2,803.69	0.00
13-3453-410-01-000	AIRPORT FUEL SALES	375,000.00	-26,117.03	-140,411.34	0.00	234,588.66	37.44
13-3453-800-00-000	AIRPORT MISCELLANEOUS REVENU	0.00	-50.00	-197.00	0.00	-197.00	0.00
	AIRPORT	375,000.00	-26,167.03	-140,608.34	0.00	234,391.66	37.50
13-3834-800-01-000	RENTS-AIRPORT	28,000.00	-2,907.50	-12,325.35	0.00	15,674.65	44.02
	MISCELLANEOUS REVENUE RENTS	28,000.00	-2,907.50	-12,325.35	0.00	15,674.65	44.02
13-3980-980-10-000	CONTRIBUTION FROM GENERAL FU	113,495.00	0.00	0.00	0.00	113,495.00	0.00
	TRANSFERS FROM OTHER FUNDS	113,495.00	0.00	0.00	0.00	113,495.00	0.00
Total Revenue		516,495.00	-29,074.53	-155,737.38	0.00	360,757.62	30.15
13-4101-181-00-000	F I C A	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-181-01-000	MEDICARE FICA 1.45%	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-182-00-000	RETIREMENT EMPLOYER	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-182-01-000	401K EMPLOYER	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-183-01-000	LIFE & DISABILITY INS EMPLOY	0.00	0.00	-4.00	0.00	4.00	0.00
13-4101-298-01-000	STATE SALES TAX 4.5%	0.00	20.83	190.73	0.00	-190.73	0.00
13-4101-298-03-000	COUNTY SALES TAX 2% & 2.5%	0.00	8.76	80.30	0.00	-80.30	0.00
	CLEARING ACCOUNTS	0.00	29.59	267.03	0.00	-267.03	0.00
13-4530-121-00-000	AIRPORT SALARIES REGULAR	65,797.00	10,315.75	30,606.06	0.00	35,190.94	46.52
13-4530-122-00-000	AIRPORT SALARIES OVERTIME	0.00	0.00	63.54	0.00	-63.54	0.00
13-4530-126-00-000	SALARIES TEMPORARY PART-TIME	11,768.00	1,609.68	5,591.52	0.00	6,176.48	47.51
13-4530-181-00-000	F I C A	4,809.00	691.98	2,020.51	0.00	2,788.49	42.02
13-4530-181-01-000	MEDICARE FICA	1,125.00	161.83	472.53	0.00	652.47	42.00
13-4530-182-00-000	RETIREMENT	8,683.00	1,276.06	3,936.86	0.00	4,746.14	45.34
13-4530-182-01-000	NC RETIREMENT 401K	2,181.00	335.26	931.29	0.00	1,249.71	42.70
13-4530-183-00-000	HEALTH AND LIFE INSURANCE	11,792.00	959.92	3,839.68	0.00	7,952.32	32.56
13-4530-183-01-000	EMPLOYEE EVALUATIONS	100.00	0.00	0.00	0.00	100.00	0.00
13-4530-186-00-000	WORKMENS COMPENSATION	2,390.00	0.00	2,390.00	0.00	0.00	0.00

RUTHERFORD COUNTY  
 Revenue and Expense Finance Report  
 Report dates 07/01/2015 - thru - 11/30/2015

Account Number	Account Description	Amended Budget	Period	Fiscal Year to Date	Encumbrances	Available Budget	% Used
			Activity 10/01/2015 to 10/31/2015				
13-4530-192-00-000	PROFESSIONAL SERVICES LEGAL	16,400.00	300.00	2,190.00	0.00	14,210.00	13.35
13-4530-251-01-000	AV FUEL PURCHASES	300,000.00	41,453.69	115,932.70	0.00	184,067.30	38.64
13-4530-260-00-000	OFFICE SUPPLIES	1,500.00	162.93	508.35	0.00	991.65	33.89
13-4530-260-02-000	SUPPLIES	2,000.00	0.00	264.27	0.00	1,735.73	13.21
13-4530-299-00-000	PUBLIC RELATIONS	500.00	0.00	138.15	0.00	361.85	27.63
13-4530-311-00-000	TRAVEL/EXPENSE REIMBURSEMENT	800.00	38.18	38.18	0.00	761.82	4.77
13-4530-321-00-000	TELEPHONE	2,300.00	229.06	992.41	52.94	1,254.65	45.45
13-4530-325-00-000	POSTAGE	75.00	0.00	0.00	0.00	75.00	0.00
13-4530-331-00-000	UTILITIES SEWER WATER ELECTR	8,000.00	462.57	2,713.82	0.00	5,286.18	33.92
13-4530-351-00-000	REPAIRS & MAINT AIRPORT	15,000.00	316.03	2,947.30	1,057.30	10,995.40	26.70
13-4530-352-00-000	MAINTENANCE TO EQUIPMENT	7,000.00	0.00	0.00	0.00	7,000.00	0.00
13-4530-353-00-000	MAINTENANCE TO VEHICLES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
13-4530-370-00-000	ADVERTISING	800.00	0.00	-13.50	0.00	813.50	-1.69
13-4530-440-00-000	SERVICE & MAINTENANCE CONTRA	34,000.00	871.85	2,271.85	6,300.00	25,428.15	25.21
13-4530-451-00-000	PEROPERTY/OPERATIONS INSURAN	7,949.00	0.00	0.00	0.00	7,949.00	0.00
13-4530-491-00-000	DUES & SUBSCRIPTION	500.00	0.00	40.00	0.00	460.00	8.00
13-4530-980-00-000	GENERAL FUND INDIRECT COSTS	10,000.00	0.00	0.00	0.00	10,000.00	0.00
13-4530-980-16-000	SAN SERVER UPGRADE ALLOCATIO	26.00	0.00	0.00	0.00	26.00	0.00
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AIRPORT		516,495.00	59,184.79	177,875.52	7,410.24	331,209.24	35.87
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Total Expense		516,495.00	59,214.38	178,142.55	7,410.24	330,942.21	35.93
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Airport Fund		0.00	30,139.85	22,405.17	7,410.24	29,815.41	33.04
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# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-940, **Version:** 1

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**Meeting Date:** December 15, 2015

## **Meeting Dates for Rutherford County Airport Authority for 2016**

### **Summary:**

Attached is a resolution establishing the regular meeting dates for the Rutherford County Airport Authority meetings for 2016 for the Board's consideration.

### **Budget:**

n/a

### **Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
airport@rutherfordcountync.gov

### **Recommended Motion:**

Approve the resolution establishing the regular meeting dates for the Rutherford County Airport Authority meetings for 2016.

**Resolution of the  
Rutherford County Airport Authority  
Relating to 2016 Meeting Schedule**

**Whereas**, N.C.G.S. 153A-40 provides for a resolution establishing regular meeting dates of the Airport Authority.

**Now, therefore, be it resolved** that the Rutherford County Airport Authority regularly scheduled meetings will be held at 5:30 P.M. as shown below and that such regular meetings will be held in the Rutherford County Office Building, 289 North Main Street, Rutherfordton, NC in the County Commissioners' Meeting Room. Special meetings will be scheduled as needed.

January 19, 2016  
February 16, 2016  
March 15, 2016  
April 19, 2016  
May 17, 2016  
June 21, 2016  
July 19, 2016  
August 16, 2016  
September 20, 2016  
October 18, 2016  
November 15, 2016  
December 20, 2016

Adopted this the 15 day of December, 2015.

\_\_\_\_\_  
Chairman, Airport Authority

ATTEST:

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Secretary to the Airport Authority



# Agenda Summary Sheet

Rutherford County Office  
Building  
289 N. Main Street  
Rutherfordton, NC 28139

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**File #:** ID 15-941, **Version:** 1

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**Meeting Date:** December 15, 2015

## **Bimonthly Meeting Dates for Rutherford County Airport Authority for 2016**

### **Summary:**

Attached is a resolution establishing bimonthly meeting dates for the Rutherford County Airport Authority meetings for 2016 for the Board's consideration.

### **Budget:**

n/a

### **Contact Information:**

Brooke Watson  
Secretary to the Airport Authority  
airport@rutherfordcountync.gov

### **Recommended Motion:**

Approve resolution establishing bimonthly meeting dates for the Rutherford County Airport Authority meetings for 2016.

**Resolution of the  
Rutherford County Airport Authority  
Relating to 2016 Meeting Schedule**

**Whereas**, N.C.G.S. 153A-40 provides for a resolution establishing regular meeting dates of the Airport Authority.

**Now, therefore, be it resolved** that the Rutherford County Airport Authority regularly scheduled meetings will be held at 5:30 P.M. as shown below and that such regular meetings will be held in the Rutherford County Office Building, 289 North Main Street, Rutherfordton, NC in the County Commissioners' Meeting Room. Special meetings will be scheduled as needed.

January 19, 2016  
March 15, 2016  
May 17, 2016  
July 19, 2016  
September 20, 2016  
November 15, 2016

Adopted this the 15 day of December, 2015.

\_\_\_\_\_  
Chairman, Airport Authority

ATTEST:

\_\_\_\_\_  
Secretary to the Airport Authority