

# Rutherford County

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



## Meeting Agenda

Thursday, February 19, 2015

4:30 PM

**Rutherford County Airport Authority**

**I. Call To Order**

**II. Pledge of Allegiance**

**III. Public Comments**

**IV. Consent Agenda**

Minutes of January 20, 2015 Regular Meeting

**Attachments:**     2015 Jan Minutes

**V. Financial Report**

Financial Report January 2015

**Attachments:**     January Financial Report

**VI. Airport Operations Report**

**VII. Old Business**

Mowing quote for 2015-2016

**Attachments:**     Mowing 2015-2016

**VIII. New Business**

Hangar Transfer for Leon Mims

**Attachments:**     Hangar Transfer-Mims

**X. Adjourn**



# Agenda Summary Sheet

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

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File #: ID 14-625, Version: 1

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**Meeting Date: February 17, 2015**  
**Minutes of the January 20, 2015 Regular Meeting**

**Summary:**

Minutes of the January 20, 2015 Regular Meeting are attached for the Board's consideration.

**Budget:**

N/A

**Contact Information:**

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

**Recommended Motion:**

Approve minutes.



# Rutherford County

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

## Meeting Minutes Rutherford County Airport Authority

Tuesday, January 20, 2015

5:30 PM

### I. Call To Order

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

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

**Absent:** None

### II. Pledge of Allegiance

Chairman Michael Benfield led in the Pledge of Allegiance.

None.

### III. Public Comments

### IV. Consent Agenda

Member Greg Lovelace moved to approve the Minutes of December 16, 2014 Regular Meeting and Member Bryan King seconded.

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

**Noes:** None

### V. Financial Report

County Manager Carl Classen reported on the revenues and expenditures through December 2014 which didn't include the budget amendments that was approved by the Board of Commissioners in January. There were no questions about the financial report.

Member Greg Lovelace moved to approve the Financial Report as of December 31, 2014 and Vice Chairman Eddie Holland seconded.

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

**Noes:** None

### VI. Airport Operations Report

County Manager Carl Classen spoke on the creation of the Transportation Services Agency and that the airport should fall into this category so the operations manager would report to the Transportation Services Director instead of the County Manager. The operations manager would be more involved in the day to day operations and the transportation director would be more in the budget process and long range planning and development.

Operations Manager Randy Patterson gave an update of the inspections and maintenance to the tanks and trucks. The airport has become a member of the N.C. Airport Association. Randy reported January fuel sales for Jet A was 4174.5 gallons and 100LL was 7133.3 gallons.

Transportation Services Director Kerry Giles presented information about future hangar development; the individuals would build their own hangar but lease the grounds from the airport. Kerry spoke with Enterprise Rental and the availability for rental cars for commuters visiting the Tryon Equestrian Center.

Chairman Michael Benfield asked if the airport own only one hangar. County Manager Carl Classen responded that it was Hangar 1 and 1A which is one unit.

County Manager Carl Classen reported about the grant funds available and that the Operations Manager would be working with the Transportation Services Director on determining the needs of the airport. Carl gave an update on the demolition of the Edwards property and the removal of the Owens property.

Member Alan Toney asked about a portable credit card machine that can be taken out to the plane. Operations Manager Randy Patterson informed the authority that Eastern Aviation stated that it is not compatible with all fuel cards at this time so the portable machine will not work.

## **VII. Old Business**

County Manager Carl Classen requested removing the Office Space Renovation item from the agenda.

Vice Chairman moved to delete the Office Space Renovation item from the agenda and Member Bryan King seconded.

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

**Noes:** None

## **VIII. New Business**

## **X. Adjourn**

Greg Lovelace moved to adjourn and Member Bryan King seconded.

**Ayes:** Chairman Benfield, Vice Chairman Holland, King, Toney and Lovelace  
**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 14-628, Version: 1

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**Meeting Date: February 17, 2015**

**Financial Report - January 2015**

**Summary:**

The Financial Report is presented for the Board's consideration.

**Budget:**

N/A

**Contact Information:**

Raeann Turner  
Asst. Finance Director  
287-6087  
Raeann.turner@rutherfordcountync.gov

**Recommended Motion:**

Information only.

RUTHERFORD COUNTY  
 Airport - Revenue and Expense  
 Report dates 07/01/2014 - thru - 01/31/2015

Account Number	Account Description	Amended Budget	Period Activity 01/01/2015 to 01/31/2015	Fiscal Year to Date 07/01/2014 to 01/31/2015	Encumbrances	Available Budget
13-3453-410-01-000	AIRPORT FUEL SALES	420,000.00	-23,987.38	-245,374.72	0.00	174,625.28
13-3453-800-00-000	AIRPORT MISCELLANEOUS REVENUES	0.00	0.00	-55.00	0.00	-55.00
AIRPORT		420,000.00	-23,987.38	-245,429.72	0.00	174,570.28
13-3834-800-01-000	RENTS-AIRPORT	18,400.00	-4,593.75	-13,766.25	0.00	4,633.75
MISCELLANEOUS REVENUE RENTS		18,400.00	-4,593.75	-13,766.25	0.00	4,633.75
13-3980-980-10-000	CONTRIBUTION FROM GENERAL FUND	80,374.00	0.00	0.00	0.00	80,374.00
TRANSFERS FROM OTHER FUNDS		80,374.00	0.00	0.00	0.00	80,374.00
Total Revenue		518,774.00	-28,581.13	-259,195.97	0.00	259,578.03
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13-4101-181-00-000	F I C A	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
13-4101-182-00-000	RETIREMENT EMPLOYER	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
13-4101-183-01-000	LIFE & DISABILITY INS EMPLOYER	0.00	-0.04	-4.64	0.00	4.64
13-4101-189-01-000	CAFETERIA ADMINISTRATIVE FEES	0.00	-0.10	-0.10	0.00	0.10
13-4101-298-01-000	STATE SALES TAX 4.5%	0.00	203.55	266.66	0.00	-266.66
13-4101-298-03-000	COUNTY SALES TAX 2% & 2.5%	0.00	85.71	112.41	0.00	-112.41
CLEARING ACCOUNTS		0.00	289.12	374.33	0.00	-374.33
13-4530-121-00-000	AIRPORT SALARIES REGULAR	38,783.00	2,948.49	25,403.89	0.00	13,379.11
13-4530-122-00-000	AIRPORT SALARIES OVERTIME	0.00	238.28	708.56	0.00	-708.56
13-4530-126-00-000	SALARIES TEMPORARY PART-TIME	28,834.00	1,906.20	16,953.19	0.00	11,880.81
13-4530-181-00-000	F I C A	4,219.00	315.71	2,476.75	0.00	1,742.25
13-4530-181-01-000	MEDICARE FICA	986.00	73.83	579.24	0.00	406.76
13-4530-182-00-000	RETIREMENT	4,980.00	276.12	4,423.81	0.00	556.19
13-4530-182-01-000	NC RETIREMENT 401K	1,260.00	1.75	717.92	0.00	542.08
13-4530-183-00-000	HEALTH AND LIFE INSURANCE	6,461.00	9.56	2,687.02	0.00	3,773.98
13-4530-183-01-000	EMPLOYEE EVALUATIONS	100.00	0.00	0.00	0.00	100.00
13-4530-186-00-000	WORKMENS COMPENSATION	1,677.00	0.00	3,816.00	0.00	-2,139.00
13-4530-189-01-000	OTHER FRINGE BENEFITS	0.00	0.10	3.09	0.00	-3.09
13-4530-192-00-000	PROFESSIONAL SERVICES LEGAL	9,000.00	300.00	16,162.01	0.00	-7,162.01
13-4530-192-01-000	PROFESSIONAL SERVICES OTHER	0.00	0.00	4,310.00	0.00	-4,310.00
13-4530-199-00-000	PETTY CASH OVER/SHORT	0.00	0.00	91.26	0.00	-91.26
13-4530-251-01-000	AV FUEL PURCHASES	350,000.00	0.00	205,093.61	0.00	144,906.39
13-4530-260-00-000	OFFICE SUPPLIES	1,500.00	175.00	767.59	0.00	732.41
13-4530-260-02-000	SUPPLIES	2,000.00	0.00	481.00	0.00	1,519.00

RUTHERFORD COUNTY  
 Airport - Revenue and Expense  
 Report dates 07/01/2014 - thru - 01/31/2015

Account Number	Account Description	Amended Budget	Period Activity 01/01/2015 to 01/31/2015	Fiscal Year to Date 07/01/2014 to 01/31/2015	Encumbrances	Available Budget
13-4530-299-00-000	PUBLIC RELATIONS	500.00	0.00	0.00	0.00	500.00
13-4530-311-00-000	TRAVEL/EXPENSE REIMBURSEMENT	300.00	31.64	255.64	0.00	44.36
13-4530-321-00-000	TELEPHONE	1,800.00	573.39	1,737.13	0.00	62.87
13-4530-325-00-000	POSTAGE	75.00	11.56	25.35	0.00	49.65
13-4530-331-00-000	UTILITIES SEWER WATER ELECTRIC	7,500.00	605.89	4,922.10	0.00	2,577.90
13-4530-351-00-000	REPAIRS & MAINT AIRPORT	11,000.00	4,576.21	6,223.65	1,460.34	3,316.01
13-4530-352-00-000	MAINTENANCE TO EQUIPMENT	8,000.00	0.00	3,945.31	2,519.61	1,535.08
13-4530-353-00-000	MAINTENANCE TO VEHICLES	1,000.00	1,609.48	1,799.48	0.00	-799.48
13-4530-370-00-000	ADVERTISING	500.00	0.00	238.47	0.00	261.53
13-4530-440-00-000	SERVICE & MAINTENANCE CONTRACTS	30,000.00	3,525.00	14,650.00	13,350.00	2,000.00
13-4530-451-00-000	PEROPERTY/OPERATIONS INSURANCE	7,949.00	0.00	0.00	0.00	7,949.00
13-4530-491-00-000	DUES & SUBSCRIPTION	350.00	0.00	390.50	0.00	-40.50
AIRPORT		518,774.00	17,178.21	318,862.57	17,329.95	182,581.48
Total Expense		518,774.00	17,467.33	319,236.90	17,329.95	182,207.15
Airport Fund		0.00	-11,113.80	60,040.93	17,329.95	77,370.88



# Agenda Summary Sheet

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File #: ID 14-627, Version: 1

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**Meeting Date: February 17, 2015**

**Mowing Quote for 2015-2016**

**Summary:**

Mowing Quote for 2015-2016 presented to the Board for consideration.

**Budget:**

N/A

**Contact Information:**

James Kilgo

Solid Waste Director

287-6002

James.kilgo@rutherfordcountync.gov

**Recommended Motion:**

Approve quote

FY 2015 - 2016

**Solid Waste:**

**Airport**

Operating Supplies	\$10,000
Labor	\$150 Inmate \$2,080 Part Time
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Annual Operating Expense	
less Capital	\$12,230
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Equipment Payment	\$7,843 8 yr repayment
Equipment Replacement	\$4,927
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<b>Yrly Quote</b>	<b>\$25,000</b>
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VRP Pmt 3 yr

<u>Equipment</u>		<u>Airport</u>	<u>SW</u>	<u>VRP</u>	<u>Airport</u>	<u>SW</u>
Mowers/Bat Wing Misc	\$ 31,785	100%	0%	\$11,431	\$ 31,785	
Gator	\$ 8,500	100%	0%	\$3,057	\$ 8,500	
Trailer	\$ 5,000	100%	0%	\$1,798	\$ 5,000	
Truck	\$ 19,500	66%	34%	\$4,629	\$ 12,870	\$ 6,630
<b>Total</b>	<b>\$ 64,785</b>			<b>\$20,915</b>	<b>58,155.00</b>	<b>\$ 6,630</b>

These prices depend on the availability of inmate labor from local prison camp  
 Equipment will have to be placed on the equipment replacement plan  
 This is properties 1-6 bases on the map as of January 10, 2015



# Agenda Summary Sheet

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File #: ID 14-626, Version: 1

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**Meeting Date: February 17, 2015**

## **Hangar Transfer**

**Summary:**

Hangar Transfer request from Leon Mims is attached for the Board's consideration.

**Budget:**

N/A

**Contact Information:**

Carl Classen  
County Manager  
287-6060  
Carl.classen@rutherfordcountync.gov

**Recommended Motion:**

Approve the hangar transfer

January 24, 2014

To whom it may concern,

I Leon H. Mims III DBA Triple Vistas LLC would like to sell my Hangar 4G located at the Rutherford County Airport to Gerald L. Stimple. He will be seeking permission to take over the lease. We would like to have this approved at the next Airport Authority meeting.

Regards,

Leon H. Mims III