

THE MINUTES OF THE ROCK SPRINGS  
SWEETWATER COUNTY AIRPORT  
BOARD MEETING HELD  
APRIL 13, 2016

**MEMBERS PRESENT**

Chief Jim Wamsley  
Mr. Larry Levitt  
Dr. Sigsbee Duck  
County Commissioner Don Van Matre  
City Councilor Glennise Wendorf

**MEMBERS ABSENT**

Mr. Dave Hanks  
Mr. Bret Pizzato

**OTHERS PRESENT**

Devon Brubaker, Airport Manager  
Shannon Lucero, Business Manager  
George Lemich, Attorney  
Brad Radakovich, CPA  
Jonathon Lamb, CPA  
Chuck Kellerman, ADG, Inc.  
Cole Miller, J-U-B Engineers, Inc.  
Tom Lemenager, J-U-B Engineers, Inc.

Chief Jim Wamsley called the meeting to order at 1:00p.m.

**Approval of Minutes**

Moved by Dr. Sigsbee Duck, seconded by Mr. Larry Levitt to approve the minutes of the March 11, 2016 Airport Board Meeting. Motion carried unanimously.

**Approval of Bills and Acceptance of Financial Statements**

Moved by Dr. Sigsbee Duck, seconded by Mr. Larry Levitt, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 28396 through 28457 in the total sum of \$143,196.28 and that the payment of employee salaries and benefits, as reflected in the monthly financial statements submitted to the board, likewise be approved. Motion carried unanimously.

Moved by Dr. Sigsbee Duck, seconded by Mr. Larry Levitt to approve the March 2016 Financial Statements. Motion carried unanimously.

**Petitions from the Floor**

Mr. Cole Miller and Mr. Tom Lemenager from J-U-B Engineers, Inc. introduced themselves to the Board.

**Manager Comments and Concerns**

Mr. Devon Brubaker updated the Airport Board on the following topics:

- a. Passenger Statistics
- b. 2016 Full Scale Disaster Drill
- c. Commemorative Airforce
- d. Annual FAA Inspection
- e. Green River Parks & Rec Kids Camp Airport Tour 7/6/16
- f. High School FLLA Airport Tour 4/12/16
- g. Crisis & Leadership Class
- h. Radios in the New ARFF Truck
- i. New Fuel Trucks
- j. Potential Trip to St. George to Negotiate with SkyWest
- k. Joining the URA Board
- l. Firefighters Insurance Policy

**OLD BUSINESS:**

**Projects Updates**

Mr. Devon Brubaker updated the Airport Board on the following projects:

- i. Sterile Area Restrooms
- ii. Website Completion
- iii. General Aviation Terminal & Hangar Replacement

Mr. Chuck Kellerman updated the Airport Board on the following projects:

- i. RWY 9/27 Rehabilitation

**NEW BUSINESS:**

**Approval for staff to transfer \$39,330.88 from RSNB PFC Account to RSNB Operating Account**

- i. \$505.00 for the final Architect Fees on the Sterile Area Restrooms Project
- ii. \$599.00 for the water filtration system for the new restrooms
- iii. \$38,226.88, Pay Estimate #2 for A Pleasant Construction, Sterile Area Restrooms Project

Following discussion, Mr. Larry Levitt moved to approve. Seconded by Dr. Sigsbee Duck. Motion carried unanimously.

**Approval of Amendment One to Work Order No. 2014-2 with Airport Development Group for additional design services related to the RWY 9/27 Rehabilitation Project.**

Following discussion, Dr. Sigsbee Duck moved to approve. Seconded by Mr. Larry Levitt. Motion carried unanimously.

**Approval of Work Order No. 2016-1 with Airport Development Group for Bidding and Construction Services related to the RWY 9/27 Rehabilitation Project.**

Following discussion, Dr. Sigsbee Duck moved to approve. Seconded by Mr. Larry Levitt. Motion carried unanimously.

**Acceptance of RWY 9/27 Bid and Recommendation for Award of Construction Contract to Lewis & Lewis.**

Following discussion, Mr. Larry Levitt moved to approve. Seconded by Dr. Sigsbee Duck. Motion carried unanimously.

**Commercial Terminal HVAC Phase III Project**

Mr. Devon Brubaker updated the Airport Board on Phase III (a) and Phase III (b) of the Commercial Terminal HVAC Project.

**Approval to Seek New Vendor for Credit Card Services**

Following discussion, the Board approved researching different options for credit card services.

**Discussion Regarding a Potential Change in Airport Board Meeting Schedules**

This discussion was tabled until the next meeting.

Discussion Regarding Potential Equipment Acquisition

Following discussion, the Airport Board decided it was not a good idea to purchase equipment for general aviation from airport employees.

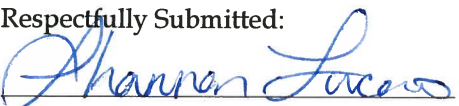
Adjourn

At 1:53pm Mr. Larry Levitt moved to adjourn. Seconded by Dr. Sigsbee Duck. Motion carried unanimously.

  
\_\_\_\_\_  
Chief Jim Wamsley, Chairman

  
\_\_\_\_\_  
Mr. Dave Hanks, Secretary

Respectfully Submitted:

  
\_\_\_\_\_  
Mrs. Shannon Lucero, Business Manager