

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

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Dave Hanks
Mr. Bret Pizzato
Mr. Steve Perry
County Commissioner Don Van Matre
City Councilor Glennise Wendorf

OTHERS PRESENT

Devon Brubaker, Airport Manager
Shannon Lucero, Business Manager
Jonathon Lamb, CPA
Chuck Kellerman, ADG, Inc.

MEMBERS ABSENT

Dr. Sigsbee Duck

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

Approval of Minutes

Moved by Mr. Dave Hanks, seconded by Mr. Bret Pizzato to approve the minutes of the September 13, 2016 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Bret Pizzato, seconded by Mr. Dave Hanks, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 28818 through 28880 in the total sum of \$875,623.01 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 Mr. Bret Pizzato, seconded by Mr. Steve Perry to approve the September 2016 Financial Statements. Motion carried unanimously.

Board Comments and Concerns

Mr. Dave Hanks enquired about TSA's baggage inspection procedures. Mr. Hanks stated that he received a complaint from a member of our community. Mr. Devon Brubaker responded and stated that he would be happy to speak with this person directly to try to sort out the issue.

Mr. Bret Pizzato commented on the Mayor speaking very highly of Devon at the Chamber of Commerce meeting. Mr. Pizzato thanked Mr. Brubaker for his services.

Mr. Jim Wamsley commented on TSA's pat down procedures. Mr. Brubaker stated that Rock Springs might be receiving new full body scanning equipment that could help relieve the pat downs.

Manager Comments and Concerns

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

- a. SkyWest to start taking fuel again
- b. Potential increases to hangar rentals
- c. Advertising at the Airport
- d. Carwash facility

- e. Company Christmas Party
- f. Truck stolen from commercial terminal parking lot
- g. FBO Statistics
- h. Airline Statistics
- i. Life Insurance, Requests for Proposals
- j. OPS Software, Requests for Proposals

OLD BUSINESS:

Projects Updates

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

- i. New Glideslope
- ii. General Aviation Terminal & Hangar Replacement
- iii. Runway 9/27 Rehabilitation Project
- iv. HVAC System Upgrades

NEW BUSINESS:

Motion to award Agri-Service, LLC WYDOT Project No. RKS-38A for the acquisition of an Agricultural Tractor and Selected Implements and to authorize the Airport Manager to enter into a contract for the project in an amount not to exceed \$113,077.00.

Following discussion, Mr. Steve Perry moved to approve. Seconded by Mr. Dave Hanks, the motion carried unanimously.

Motion to award West Hangar Roof Project to North Face Roofing in an amount not to exceed \$106,750.00.

Following discussion, Mr. Brett Pizzato moved to approve. Seconded by Mr. Dave Hanks, the motion carried unanimously.

Motion to approve the transfer of \$49,007.00 from the RSNB PFC Account to the RSNB Operating Account for the remaining balance of Phase 1 of the Controls Upgrade and the HW Bag Filter System Installation on the HVAC System.

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Bret Pizzato, the motion carried unanimously.

Motion to approve Amendment No. 1 to Work Order No. 2016-1 to Open Agreement with Airport Development Group in an amount equal to \$123,400 for the RWY 9/27 Rehabilitation.

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Bret Pizzato, the motion carried unanimously.

County Commissioner Don Van Matre commented on Governor Mead commending Mr. Devon Brubaker when they spoke at the Chamber of Commerce luncheon. Commissioner Van Matre thanked Mr. Brubaker for the relationship that he has built with Governor Mead.

Executive Session

At 2:36pm Mr. Dave Hanks made a motion to enter executive session. Seconded by Mr. Brett Pizzato, the motion carried unanimously.

At 2:48pm The Rock Springs-Sweetwater County Airport Joint Powers Board Meeting enter back into regular session.

Adjourn

At 2:48pm the meeting was adjourned.

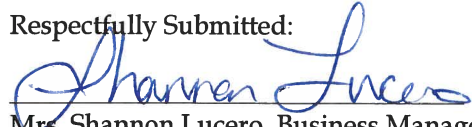


Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

