

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
DECEMBER 14, 2016

MEMBERS PRESENT

Chief Jim Wamsley
Dr. Sigsbee Duck (1:10)
Mr. Dave Hanks
Mr. Bret Pizzato
Mr. Steve Perry (1:16)
County Commissioner Don Van Matre
City Councilor Glennise Wendorf

OTHERS PRESENT

Devon Brubaker, Airport Manager
Shannon Lucero, Business Manager
Jonathon Lamb, CPA
Dusty Spomer, GDA Engineers
Justin Marchant, GDA Engineers

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 November 15, 2016 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Dave Hanks, seconded by Mr. Bret Pizzato, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 28947 through 29012 in the total sum of \$265,911.83 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. Dave Hanks, seconded by Mr. Bret Pizzato to approve the November 2016 Financial Statements. Motion carried unanimously.

Board Comments and Concerns

Chief Jim Wamsley stated that while on the Saturday flight, the flight was diverted back to Denver due to poor visibility and that the United Staff in Denver was very courteous. Chief Wamsley stated that this was a big improvement from his last experience with the United Staff in Denver under a similar situation.

Manager Comments and Concerns

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

- a. Rocky Mountain Power Grant
- b. Wyoming Airport Capital Improvement Plan (WACIP) - 6 Year Plan Approved
- c. Commissioners Meeting December 6, 2016 - Budget Amendment Approved
- d. FY18 Preliminary Budget Preparations
- e. Christmas Party
- f. Winter Operations
- g. Ameriflight/Corporate Air Fuelings
- h. FBO Statistics
- i. Airline Statistics
- j. Halliburton/Keylime Air Charters - Next Two Weeks Confirmed

OLD BUSINESS:

Projects Updates

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

- i. Runway 9/27 Rehabilitation Project, Completed – Surface Sensors Running Next Week
- ii. General Aviation Terminal & Hangar Replacement – Bid Opening & Demolition in 3 mo.
- iii. Simplot LED Light Fixtures – Donation for New General Aviation Hangar
- iv. Commercial Terminal LED Lighting Upgrades

Hangar Rate Increase Modifications

Following discussion, Dr. Sigsbee Duck made a motion to approve the modifications for the hangar rate increases. Seconded by Mr. Steve Perry, the motion carried unanimously.

NEW BUSINESS:

Local Government Annual Report Summary FYE 6/30/2016

Following discussion, Dr. Sigsbee Duck made a motion to approve the Chairman and the Treasurer to execute the Annual Report Summary for FYE 6/30/2016. Seconded by Mr. Bret Pizzato, the motion carried unanimously.

Motion to approve Work Order No. 2016-2 in an amount not to exceed \$32,900 with Airport Development Group for design and construction management services required for the Seal Coat and Marking of Airfield Asphalt Pavements Project.

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

Commissioner Don Van Matre commented on the update that was presented to the Commissioners at the December 6, 2016 meeting stating that it was appropriate and very much appreciated and that the update was very well done.

Councilor Glennise Wendorf commented on the decrease in airfares due to the airfare promotion that started on November 18th stating that the promotion was great for leisure travelers.

Adjourn

At 2:12pm Mr. Dave Hanks made a motion to adjourn. Seconded by Mr. Bret Pizzato, the motion carried unanimously.



Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager