

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
MARCH 8, 2017

MEMBERS PRESENT

Chief Jim Wamsley
Dr. Sigsbee Duck
Mr. Dave Hanks
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.
Justin Marchant, GDA Engineers

MEMBERS ABSENT

Mr. Bret Pizzato

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

Approval of Minutes

Moved by Mr. Steve Perry, seconded by Mr. Dave Hanks to approve the minutes of the February 17, 2017 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Dr. Sigsbee Duck, seconded by Mr. Steve Perry, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 29158 through 29205 in the total sum of \$115,780.52 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. Dave Hanks to accept the February 2017 Financial Statements. Motion carried unanimously.

Manager Comments and Concerns

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

- a. Reoccurring Bills
- b. Passenger Statistics
- c. FBO Statistics
- d. May Board Meeting changed to May 16, 2017
- e. Upcoming Travel
- f. Schedule Board Retreat
- g. New Board Member Candidates
- h. Need New Treasurer & Bank Signature Plate
- i. Change Payroll Day to every other Friday
- j. Payroll Software
- k. Uber in Wyoming
- l. Legislative Update
- m. Potential Bill for the LEO Reimbursement Program
- n. Halliburton Charters

OLD BUSINESS:

Projects Updates

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

- i. General Aviation Terminal & Hangar Replacement
- ii. Commercial Terminal Lighting
- iii. Commercial Terminal HVAC
- iv. Solar Farm

NEW BUSINESS:

Motion to authorize the Airport Manager to submit FY2018 Budget Request to the City of Rock Springs.

Following discussion, Mr. Steve Perry moved to approve option 2 of the budget proposals. Seconded by Mr. Dave Hanks, the motion carried unanimously.

Motion to authorize Airport Manager to enter into a Procurement and Construction Agreement with Creative Energies in the amount of \$109,843.00 for the design and installation of a 30kw DC Solar Array for the General Aviation Terminal & Hangar Facility.

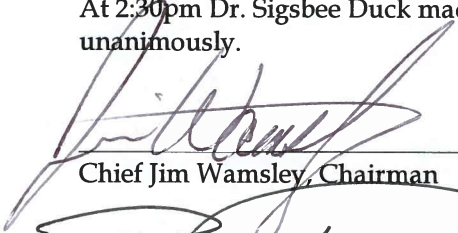
Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Steve Perry, the motion carried unanimously.

Motion to authorize Airport Manager to enter into a Construction Contract with either Safetech, Inc. or Bi-Clean Environmental Industries not to exceed \$23,000.

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Dr. Sigsbee Duck, the motion carried unanimously.

Adjourn

At 2:30pm Dr. Sigsbee Duck made a motion to adjourn. Seconded by Mr. Dave Hanks, the motion carried unanimously.



Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary

FOR
DAVE
HANKS

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager