

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
NOVEMBER 15, 2017

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Dave Hanks
Dr. Pete Jensen
Mrs. Kelly Sugihara
County Commissioner Don Van Matre

OTHERS PRESENT

Devon Brubaker, Airport Manager
Chuck Kellerman, ADG, Inc
Jonathon Lamb, CPA
Dusty Spomer, GDA Engineers

MEMBERS ABSENT

Mr. Bret Pizzato
City Councilor Glennise Wendorf

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

Chief Jim Wamsley welcomed our newest member, Mrs. Kelly Sugihara, to the Airport Board.

Approval of Minutes

Moved by Dr. Pete Jensen, seconded by Mr. Dave Hanks to approve the minutes of the October 17, 2017 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Mr. Dave Hanks made a motion to approve a payment in the amount of \$33,780.87 to Disaster Professionals for the installation of a new roof on Bob MacAdams Hangar. Dr. Pete Jensen seconded the motion. The motion carried unanimously.

Moved by Mr. Dave Hanks, seconded by Dr. Pete Jensen, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 29650 and 29652 through 29701 in the total sum of \$804,849.91 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 Dr. Pete Jensen to accept the October 2017 Financial Statements. Motion carried unanimously.

Board Comments and Concerns

Chief Jim Wamsley commented on the State of Aviation in Wyoming Presentation that he and Mr. Devon Brubaker attended in Cheyenne. Chief Wamsley stated that it was a very informative meeting that included discussions on potential changes to the Air Service Enhancement Program and that he would encourage everyone to attend any upcoming meetings.

Mr. Dave Hanks enquired about the legislative session and whether the board should consider attending. Mr. Devon Brubaker stated that he will be attending most of the session and that if he feels he needs some fire power he will be sure to let the Board, City and County know.

Mrs. Kelly Sugihara stated that she has been in Rock Springs for a while now and that she is very impressed with the progress the Airport is making and that she is excited to be serving on the Board.

Manager Comments and Concerns

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

- a. FBO Statistics
- b. Passenger Statistics
- c. BOE
- d. Air Service Update
- e. Employee Incentive
- f. County Commission Meeting
- g. Board Retreat

Communications

Mr. Devon Brubaker presented a letter from the U.S. General Services Administration regarding potential locations for the united stated forest service C-130 base.

OLD BUSINESS:

Projects Updates

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

- i. General Aviation Terminal & Hangar Replacement
- ii. General Aviation Solar Array
- iii. LED Lighting Upgrades
- iv. New Septic System

NEW BUSINESS:

Conflict of Interest Disclosure under WYO. Stat § 6-5-118

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Dr. Pete Jensen.
Motion carried unanimously.

Motion to accept a grant in the amount of \$25,000 from the Wyoming State Energy Office for the LED Retrofit Program.

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Dr. Pete Jensen.
Motion carried unanimously.

Motion to authorize Airport Manager to proceed with the LED Retrofit Program and enter into an agreement with Castle Rock Electric to complete said program.

Following discussion, Dr. Pete Jensen moved to approve. Seconded by Mrs. Kelly Sugihara.
Motion carried unanimously.

Motion to authorize Airport Manager to apply for Grant Funding from Rocky Mountain Power's Blue Sky Program for the installation of Solar Farms on the Water Distribution System, Airfield Lighting System and the Commercial Airline Terminal.

Following discussion, Mrs. Kelly Sugihara moved to approve. Seconded by Dr. Pete Jensen.
Motion carried unanimously.

Mr. Dave Hanks made a motion to allow the Chairman to execute a letter of support to be submitted with Mr. Devon Brubaker's application to apply for a position on the AAAE Board of Executives. Dr. Pete Jensen seconded the motion. Motion carried unanimously.

Adjourn

At 2:13pm Mr. Dave Hanks made a motion to Adjourn. Seconded by Dr. Pete Jensen. Motion carried unanimously.



Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

