

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
DECEMBER 13, 2017

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Bret Pizzato
Dr. Pete Jensen

OTHERS PRESENT

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

MEMBERS ABSENT

Mr. Dave Hanks
Mrs. Kelly Sugihara
City Councilor Glennise Wendorf
County Commissioner Don Van Matre

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

Approval of Minutes

Moved by Dr. Pete Jensen, seconded by Mr. Bret Pizzato to approve the minutes of the November 15, 2017 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Bret Pizzato, 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 29708 through 29757 in the total sum of \$641,803.01 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 Bret Pizatto, seconded by Dr. Pete Jensen to accept the November 2017 Financial Statements. Motion carried unanimously.

Manager Comments and Concerns

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

- a. FBO Statistics
- b. Passenger Statistics
- c. Fuel Farm Replacement
- d. WACIP
- e. Minimum Revenue Guarantee
- f. Legislative Update

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. General Aviation Solar Array
- iii. LED Lighting Upgrades
- iv. Seal Coat

NEW BUSINESS:

Motion to accept the Fiscal Year 2017 Audit Report from McGee, Hearne & Paiz, LLP.

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

Motion to authorize the execution of a 5-year loan agreement with Commerce Bank of Wyoming in an amount not to exceed \$105,000 for the purchase of a towbarless aircraft tug.

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

Motion to authorize the purchase of a towbarless aircraft tug from LEKTRO, Inc. in an amount not to exceed \$105,000.

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

A motion to approve introductory community hangar rental rates for the new General Aviation Hangar.

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

Consideration of an Employee incentive.

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

Consideration of an Airport Name Change & to move forward with creating the logo in conjunction with the Sweetwater County Commissioners and the Rock Springs City Council being on board.

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

Motion to adopt the 2018 Board Meeting Schedule

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

EXECUTIVE SESSION:


At 2:24pm Mr. Bret Pizzato made a motion to go into executive session regarding legal matters.
Seconded by Dr. Pete Jensen. Motion carried unanimously.

At 2:38pm Mr. Bret Pizzato made a motion to go back into regular session. Seconded by Dr. Pete Jensen.
Motion carried unanimously.

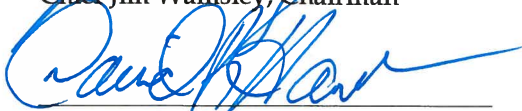
Following the executive session, no action was taken.

Adjourn

At 2:38pm Dr. Pete Jensen made a motion to Adjourn. Seconded by Mr. Bret Pizzato. Motion carried unanimously.

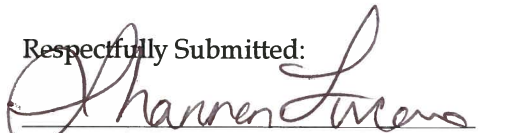


Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

