

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
NOVEMBER 14, 2018

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Bret Pizzato
Mrs. Kelly Sugihara
Mayor Pete Rust

OTHERS PRESENT

Devon Brubaker, Airport Manager
Shannon Lucero, Business Manager
Jonathon Lamb, CPA
Dusty Spomer, T-O Engineers

MEMBERS ABSENT

Dr. Pete Jensen
City Councilor Glennise Wendorf
County Commissioner Don Van Matre

Chief Jim Wamsley called the meeting to order at 1:00pm

Approval of Minutes

Moved by Mrs. Kelly Sugihara, seconded by Mr. Bret Pizzato to approve the minutes of the October 10, 2018 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Bret Pizzato, seconded by Mrs. Kelly Sugihara, that the vendor payments presented to the Airport Board on November 14th, 2018 in the total sum of \$214,758.79 be approved for payment 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 Mrs. Kelly Sugihara to accept the October 2018 Financial Statements. Motion carried unanimously.

Chief Jim Wamsley moved New Business up to under presentation of Bills and Acceptance of Financial Statements due to Mrs. Kelly Sugihara needing to exit the meeting at 1:30.

NEW BUSINESS:

Board Elections – Election of Secretary and Treasurer.

Following discussion, Mr. Bret Pizzato nominated Dr. Pete Jensen for Secretary/Treasurer. Motion carried unanimously.

Mr. Bret Pizzato made a motion to remove Mr. Dave Hanks as an authorized signer on the Airport Bank Accounts and to add Mr. Devon Brubaker in ordinance of the Airport Bylaws. Mrs. Kelly Sugihara seconded the motion. Motion carried unanimously.

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

Following discussion, Mayor Pete Rust moved to accept the Conflict of Interest Disclosures. Seconded by Mrs. Kelly Sugihara. Motion carried unanimously.

Motion to ratify the email vote of October 19, 2018 to acquire a Ground Power Unit for \$35,557.85.

Following discussion, Mrs. Kelly Sugihara moved to approve. Seconded by Mr. Bret Pizzato. Motion carried unanimously.

Motion to ratify the email vote of October 26, 2018 to approve Amendment No. 3 to the Generalized Engineering Agreement with T-O Engineers for the Schematic Design of the Commercial Terminal Modernization Project.

Following discussion, Mr. Bret Pizzato moved to approve. Seconded by Mrs. Kelly Sugihara. Motion carried unanimously.

Discussion Regarding the Draft Compensation Plan.

Discussion regarding the draft compensation plan presented to the Board by Airport Director Devon Brubaker. The Airport Board recommended revisions be made for presentation at the December 12, 2018 Airport Board meeting.

Board Comments and Concerns

Chief Jim Wamsley welcomed Mayor Pete Rust to the Airport Board.

Chief Jim Wamsley stated that he and Mr. Brubaker went in front of the County Commission once again at their last meeting regarding the funding for the Design of the Commercial Terminal Modernization Project, however they were rebuffed.

Director Comments and Concerns

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

- a. Southwest Wyoming Regional Airport – FAA, Name Recognition
- b. Fuel Farm Reserve Account
- c. Halliburton Charters
- d. Airline Schedule – Additional Saturday Flight / Extra Thanksgiving Flights
- e. FBO Statistics
- f. Airline Statistics
- g. Board Retreat
- h. Western, LLC – Developmental Organization
- i. Industrial Solar Farm

OLD BUSINESS:

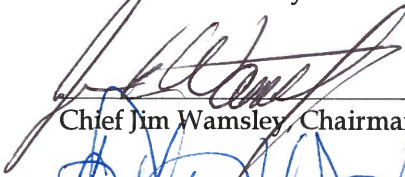
Projects Updates

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

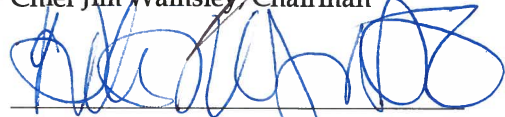
- i. Terminal Area Plan
- ii. Terminal Feasibility Study
- iii. General Aviation Facility
- iv. Multi-Function Snow Removal Equipment
- v. Admin Vehicle – Pickup Truck
- vi. Taxiway A Rehabilitation
- vii. BLM Relocation

Adjourn

At 2:29pm Mayor Pete Rust made a motion to adjourn. Mr. Bret Pizzato seconded the motion. Motion carried unanimously.

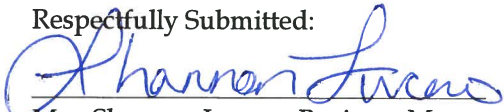


Chief Jim Wamsley, Chairman



Dr. Pete Jensen, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

