

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
SEPTEMBER 19, 2018

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Bret Pizzato
Dr. Pete Jensen
City Councilor Glennise Wendorf
County Commissioner Don Van Matre

OTHERS PRESENT

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

MEMBERS ABSENT

Mr. Dave Hanks
Mrs. Kelly Sugihara

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

Approval of Minutes

Moved by Mr. Bret Pizzato, seconded by Dr. Pete Jensen to approve the minutes of the August 15, 2018 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 vendor payments presented to the Airport Board on September 19th, 2018 in the total sum of \$188,270.53 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 Dr. Pete Jensen to accept the August 2018 Financial Statements. Motion carried unanimously.

Board Comments and Concerns

Chief Jim Wamsley commented on the WAOA Annual Conference held last week at the Holiday Inn, stating that it was an excellent conference and a real enjoyable experience.

Chief Jim Wamsley stated that he attended the County Commissioners Meeting on September 4th where he and Mr. Devon Brubaker went over the front-loaded work for the Commercial Terminal Rehabilitation project and that he left there feeling full support from the Commission. Chief Wamsley stated that he wasn't sure what happened at the County Commissioners Meeting yesterday, however they seemed to have changed their minds and voted to table the discussion. Chief Wamsley stated that he will be attending the next County Commissioners Meeting and that he would encourage any other Airport Board of Directors to attend.

County Commissioner Don Van Matre stated that he was surprised at the way things were progressing at the meeting on September 18th and that he became concerned that if it were to have come down to a vote, it would have been defeated. Commissioner Van Matre stated that he did not want that to happen and that he made that clear.

Chief Jim Wamsley stated that the City Council voted at their meeting last night and that it was a unanimous vote to support the funding.

Chief Jim Wamsley stated that he didn't get on this Board because he liked planes, he got on this Board when the 3rd flight went away and it started to affect his bottom line at the Fire District. Chief Wamsley stated that he knew there was more to the Airport than what met the eye. Chief Wamsley stated that since we hired a new Airport Director he really began to understand not only how beneficial the airport is from a corporate and a personal perspective but also how much it contributes to the economy. Chief Wamsley stated that as Chair of this Board and as a Board Member for over five years now as well as a member of the community, he would like to reiterate the importance of Air Service and all the components of general aviation and commercial aviation contributing to the viability of our local economy and that it is truly important we continue this momentum forward.

NEW BUSINESS:

Chief Jim Wamsley moved new business up on the agenda as Board Member Bret Pizzato must leave the meeting early.

Motion to consent to the assignment of both the Generalized Engineering and Generalized Planning Agreements and subsequent written amendments from Graham, Dietz and Associates to T-O Engineers, Inc.

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

Motion to accept WYDOT Grant Agreement #ARK002A in the amount of \$533,562 for acquisition of Multi-Function Snow Removal Equipment.

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

Motion to Approve Amendment No. 1 to the Five Year Generalized Engineering Agreement between Rock Springs-Sweetwater County Airport Board and T-O Engineers in the amount of \$30,960 for Design and Project Management of the Multi-Function SRE Acquisition.

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

Motion to award the purchase of a ½ Ton Pick-Up truck to Fremont Chevrolet Buick GMC of Riverton, WY in the amount of \$31,957.00.

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

Motion to authorize staff to pursue the replacement of Bank of the West as the airport's credit card service provider.

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

Director Comments and Concerns

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

- a. Fuel Farm Reserve Account
- b. Aircraft Cleaning Business - Startup Company Interested
- c. Board Retreat
- d. Royal Flush Advertising Photo Booth Proposal
- e. Annual CPA Audit
- f. Air Service Improvement Council Meeting
- g. Passenger Statistics
- h. FBO Statistics
- i. National Board of Examiners - AAAE NW Region

OLD BUSINESS:

Projects Updates

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

- i. Terminal Area Plan
- ii. Feasibility Study
- iii. General Aviation Terminal & Hangar Replacement


Adjourn

At 1:46pm the Southwest Wyoming Regional Airport Board Meeting adjourned.


Chief Jim Wamsley, Chairman


Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:


Mrs. Shannon Lucero, Business Manager

