

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

MEMBERS PRESENT

Chief Jim Wamsley  
Mr. Bret Pizzato  
Mr. Dave Hanks  
City Councilor Glennise Wendorf

OTHERS PRESENT

Devon Brubaker, Airport Manager  
Shannon Lucero, Business Manager  
Jonathon Lamb, CPA  
Dusty Spomer, GDA+  
Robert Hicks, TSM

MEMBERS ABSENT

Dr. Pete Jensen  
Mrs. Kelly Sugihara  
County Commissioner Don Van Matre

Chief Jim Wamsley called the meeting to order at 1:07 p.m.

Approval of Minutes

Moved by Mr. Dave Hanks, seconded by Mr. Bret Pizzato to approve the minutes of the January 10, 2018 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Bret Pizzato, seconded by Mr. Dave Hanks, that the accounts payable vouchers submitted to the Airport Board at this meeting be approved for payment by checks numbered 29829 and 29835 through 29885 in the total sum of \$493,806.72 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 Pizatto, seconded by Mr. Dave Hanks to accept the January 2018 Financial Statements. Motion carried unanimously.

Petitions from the Floor

Mr. Rob Hicks, Transportation Security Administration Manager, introduced himself to the Airport Board. Mr. Hicks stated that Rock Springs will be his permanent base for TSA Operations.

Mr. Dusty Spomer, Principal & CEO of GDA+, thanked the Airport Board for their trust in GDA+. Mr. Spomer reassured the Board that he and his firm are here for any of their needs.

Board Comments and Concerns

Chief Jim Wamsley stated the he attended a National High School Finals Rodeo meeting and that inquiries were raised about the usage of drones. Chief Wamsley referred all enquiries to the Airport Director, Devon Brubaker.

Manager Comments and Concerns

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

- a. Carwash Facility Floor Project (moved to new business)
- b. Airport Name Change
- c. Fuel Farm
- d. Upcoming Travel
- e. Legislative Actions
- f. FY2019 Airport Budget
- g. NBAA Schedulers & Dispatchers 2018 Conference
- h. Passenger Statistics
- i. FBO Statistics
- j. Hosting a Commemorative Air Force B17 Event

**OLD BUSINESS:**

Projects Updates

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

- i. General Aviation Terminal & Hangar Replacement
- ii. LED Lighting Upgrades
- iii. New Aircraft Tug Training Completed
- iv. Solar Project

**NEW BUSINESS:**

**Motion to Approve and Execute the Southwest Wyoming Regional Airport ACDBE Policy Statement and Unified Certification Program Agreement and Acceptance**

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Bret Pizzato.  
Motion carried unanimously.

**Motion to approve a Five Year Generalized Engineering Agreement and a Five Year Generalized Planning Agreement with Graham, Dietz and Associates, Inc. dba GDA+**

Following discussion, Mr. Bret Pizzato moved to approve. Seconded by Mr. Dave Hanks.  
Motion carried unanimously.

**Motion to Approve an Addendum to Contract for Employment for Airport Director, Devon Brubaker**

Following discussion, Mr. Bret Pizzato moved to approve. Seconded by Mr. Dave Hanks.  
Motion carried unanimously.

**Consideration of an Airport Employee Continuing Education Loan Program**

Following discussion, it was determined that this is not legally allowed due to Wyoming Constitution Article 16 section 6. Motion was withdrawn.

**Motion not to exceed \$20,000 for improvements on the existing car wash**

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Bret Pizzato.  
Motion carried unanimously.

**EXECUTIVE SESSION:**

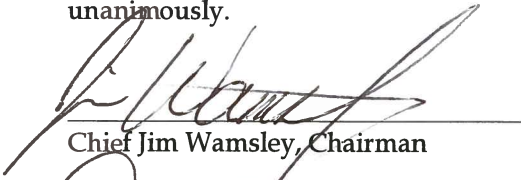
At 2:19pm Mr. Dave Hanks made a motion to enter executive session pursuant to W.S. §16-4-405(a)(iii) to consider a matter regarding proposed or pending litigation. Seconded Mr. Bret Pizzato. Motion carried unanimously.


At 2:25pm Mr. Bret Pizzato made a motion to enter back into regular session. Seconded by Mr. Dave Hanks. Motion Carried.

Following executive session, no action was taken.

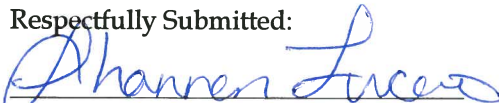
**Adjourn**

At 2:25pm Mr. Dave Hanks made a motion to Adjourn. Seconded by Mr. Bret Pizzato. Motion carried unanimously.

  
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Chief Jim Wamsley, Chairman

  
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Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:

  
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Mrs. Shannon Lucero, Business Manager

