

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
MAY 15, 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+

MEMBERS ABSENT

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

Chief Jim Wamsley called the meeting to order at 2:15pm

Approval of Minutes

Moved by Mr. Dave Hanks, seconded by Mr. Bret Pizzato to approve the minutes of the April 13, 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 30025 through 30078 in the total sum of \$147,224.12 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 Mr. Dave Hanks to accept the April 2018 Financial Statements. Motion carried unanimously.

Board Comments and Concerns

Mr. Dave Hanks commented on the cancelled flight last Saturday due to a mechanical issue concerning a light not shutting off on the cabin door. Mr. Hanks stated that it was a full flight and that the airline staff handled the situation and the rebooking process very well. Mr. Hanks stated that a third daily flight would come in handy as well as an onsite mechanic.

Chief Jim Wamsley commented on how well the PR has been on Facebook, stating that it is outstanding.

City Councilor Glennise Wendorf commented on the airport financials, stating that they look really good. Councilor Wendorf stated that Mr. Devon Brubaker is highly respected in the community and also stated that she loves the flight stories being shared on Social Media.

Manager Comments and Concerns

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

- a. Commemorative Air Force B17 Event Cancelled – Mechanical Issues
- b. Employee Resignation – Pursuing Replacement
- c. Airline Statistics – 16 Consecutive Months of Passenger Growth
- d. FBO Statistics
- e. Solar Farm Production
- f. AOPA Fly-In
- g. Air Service Improvement Council
- h. HWY 370 – Proposed Name Change to Airport Road
- i. Airport FY2019 Budget

OLD BUSINESS:

Projects Updates

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

- i. General Aviation Terminal & Hangar Replacement
- ii. Solar Farm - Complete
- iii. Area Lighting Upgrades

NEW BUSINESS:

Motion to Accept Wyoming Department of Transportation Grant Agreement ARK001A in the Amount of \$102,000 for the commissioning of a Terminal Area Planning Study, and to Authorize the Chairman to Execute said Agreement.

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

Motion to Approve Amendment No. 1 to the Five Year Generalized Planning Agreement between Rock Springs-Sweetwater County Airport Board and GDA Engineers in the amount of \$170,000 for the Southwest Wyoming Regional Airport Terminal Area Planning Study.

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

Motion to Execute Wyoming Retirement System Updated Pension Agreement.

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

Motion to Approve WAM-JPIC Annual Health Insurance Renewal.

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

Motion to adopt a revised Step & Grade System for new hires effective June 1, 2018.

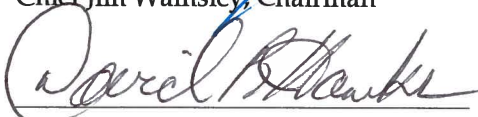
Following discussion, no action was taken.

Adjourn

At 3:20pm the Rock Springs-Sweetwater County Airport Board meeting adjourned.

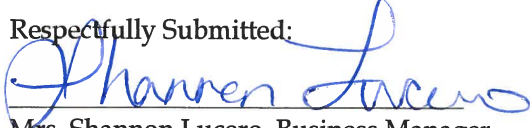


Chief Jim Wamsley, Chairman



Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

