

THE MINUTES OF THE ROCK SPRINGS  
SWEETWATER COUNTY AIRPORT  
BOARD MEETING HELD  
August 14, 2019

**MEMBERS PRESENT**

Chief Jim Wamsley  
Mr. Bret Pizzato  
Dr. Pete Jensen  
Mrs. Kelly Sugihara  
Mayor Pete Rust  
City Councilor Glennise Wendorf

**OTHERS PRESENT**

Devon Brubaker, Airport Director  
Shannon Lucero, Ops & Business Manager  
Jonathon Lamb, CPA  
Dusty Spomer, T-O Engineers  
Mark Randall, BLM Management  
Frank Keeler, BLM Management

**MEMBERS ABSENT**

Commissioner Jeff Smith

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

Chief Wamsley Added New Business item:

Item #D, Motion for approval of Amendment No. 9 for the design and construction management of BLM Seat Base pending the execution of a lease with BLM.

**Approval of Minutes**

Moved by Mrs. Kelly Sugihara, seconded by Mayor Pete Rust to approve the minutes of the July 10, 2019 Airport Board Meeting. Motion carried unanimously.

**Approval of Bills and Acceptance of Financial Statements**

Moved by Dr. Pete Jensen, seconded by Mr. Bret Pizzato, that the vendor payments presented to the Airport Board on August 14, 2019 in the total sum of \$793,238.77 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 Dr. Pete Jensen, seconded by Mayor Pete Rust to accept the July 2019 Financial Statements. Motion carried unanimously.

**Board Comments and Concerns**

Mr. Bret Pizzato enquired about how we faired through the ASOS being shut down? Director Devon Brubaker replied, we lost one departure and had one delay. Director Brubaker is working to find a solution towards being able to become a weather certified observer.

Chief Jim Wamsley flew out on 4<sup>th</sup>. Chief Wamsley stated that the lines moved really good, the airlines did a good job, the flight was full, and everything went really well.

Mayor Pete Rust flew out on Friday. Mayor Rust stated that everything here was perfect, New York to Denver was fine, however it was horrible out of Denver.

Chief Jim Wamsley stated that the Fire Department came out and did safety inspections and that they enjoyed getting to know the facilities better.

## Director's Update

Director Devon Brubaker updated the Airport Board on the following topics:

- a. Commercial Terminal Modernization Project
- b. Sept. 19<sup>th</sup> 5:30-7:00, Open House in the Commercial Terminal about All Things Airport with a Strong Focus on the Terminal Modernization Project.
- c. 6<sup>th</sup> Penny Initiative Discussion with Municipalities
- d. Fuel Farm Replacement Project
- e. Air Service Update
- f. FAA Annual Inspection
- g. Annual Capital Improvement Plan Update
- h. University of Utah AirMed Lease Agreement
- i. BLM Lease Agreement
- j. FBO Statistics
- k. Passenger Statistics
- l. The Narrator Group
- m. Annual Fire Safety Inspection
- n. Employee Evaluations
- o. Annual CPA Audit
- p. HWY 370 Road Name Change to Airport Road and Terminal Drive
- q. Resident Flight Instructor, Edward DeCastro, Part 135 Operation moving here to Rock Springs from Cedar City Wyoming
- r. October 9<sup>th</sup> Board Meeting needs to be changed. Devon to Send out Email Poll
- s. Taxiway A Rehabilitation Project

## NEW BUSINESS:

**Motion to approve a 20-year Land and Facility Lease Agreement with the United States of America, Bureau of Land Management for the installation and operation of a Single Engine Air Tanker (SEAT) Base and authorize the Airport Director to execute said lease.**

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

**Discussion regarding the West Hangar Renovation funding source.**

Following discussion, the Board gave Devon the latitude to find the best opportunity possible to move forward on securing funding.

**Motion to authorize the Airport Director to issue a Request for Qualifications for CMAR Services related to the West Hangar Renovation.**

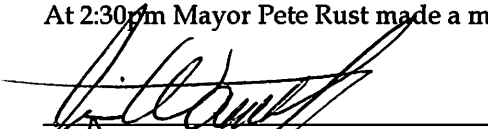
Following discussion, Mayor Pete Rust moved to approve. Seconded by Mr. Bret Pizzato.  
Motion carried unanimously.

**Motion for approval of Amendment No. 9 for the costs related to a Seat Base with the Bureau of Land Management pending the execution of a lease agreement with BLM for an amount not to exceed \$90,844.**

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

Adjourn

At 2:30pm Mayor Pete Rust made a motion to adjourn.



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Chien Jim Wamsley, Chairman



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Dr. Pete Jensen, Secretary/Treasurer

Respectfully Submitted:



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Mrs. Shannon Lucero, Airport Operations and Business Manager