

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
AUGUST 9, 2017

MEMBERS PRESENT

Chief Jim Wamsley
Mr. Dave Hanks
Mr. Steve Perry
City Councilor Glennise Wendorf

MEMBERS ABSENT

Mr. Bret Pizzato
Dr. Pete Jensen
County Commissioner Don Van Matre

OTHERS PRESENT

Devon Brubaker, Airport Manager
Shannon Lucero, Business Manager
Jonathon Lamb, CPA
Chuck Kellerman, ADG, Inc.
Terry Van Sant, Van Sant Group
Patrick Marchal, Summer Intern
Dusty Spomer, GDA Engineers
Jeremy Gilb, GDA Engineers
Jesse Fabula, Armstrong Consulting
Eric Rivera, Armstrong Consulting
Steve Marshall, JUB Engineers

Chief Jim Wamsley called the meeting to order at 1:00p.m.

Approval of Minutes

Moved by Mr. Dave Hanks, seconded by Mr. Steve Perry to approve the minutes of the July 12, 2017 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mr. Steve Perry, 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 29458 through 29462 and 29471 through 29516 in the total sum of \$955,153.68 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. Steve Perry, seconded by Mr. Dave Hanks to accept the July 2017 Financial Statements. Motion carried unanimously.

Petitions from the Floor

Mr. Jesse Fabula with Armstrong Consulting introduced himself and Mr. Eric Rivera to the Airport Board.

Board Comments and Concerns

Chief Jim Wamsley commented on how nice the construction camera is on the website, especially now that we are further in the project.

Mr. Steve Perry complimented the Airport Staff on their level of customer service that was received the last time him and Dr. Pete Jensen went out flying.

Manager Comments and Concerns

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

- a. Fuel Farm Replacement Fee
- b. September Board Meeting moved to the 11th at 10:00am
- c. Upcoming Travel
- d. Passenger Statistics
- e. FBO Statistics
- f. Solar Eclipse

OLD BUSINESS:

Projects Updates

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

- i. General Aviation Terminal & Hangar Replacement
- ii. Seal Coat & Crack Seal/Joint Seal
- iii. General Aviation Solar Array
- iv. Commercial Terminal HVAC

NEW BUSINESS:

Motion to authorize Airport Manager to execute an Audit Arrangement Letter with McGee, Hearne & Paiz, LLP for the Airport's FY17 Audit.

Following discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Steve Perry.
Motion carried unanimously.

Motion to authorize the Chairman to execute a grant amendment with the Wyoming Business Council for \$2,000,000 for the General Aviation Terminal & Hangar Facility and authorize the chairman to execute said amendment.

Following discussion, Mr. Steve Perry moved to approve. Seconded by Mr. Dave Hanks.
Motion carried unanimously.

Motion to approve Addendum #4 to the Open General Services Agreement with Airport Development Group, Inc. in an amount not to exceed \$25,000 for the Replacement of the General Aviation Terminal Facility.

Following Discussion, Mr. Steve Perry moved to approve. Seconded by Mr. Dave Hanks.
Motion carried unanimously.

Motion to approve the FY18 - FY23 RKS Wyoming Capital Improvement Plan and authorize the Airport Manager to submit said plan to WYDOT.

Following Discussion, Mr. Steve Perry moved to approve. Seconded by Mr. Dave Hanks.
Motion carried unanimously.

Motion to authorize the Airport Manager to proceed with Airport LED Lighting Upgrades in conjunction with Rocky Mountain Power's wattsmart Program and the Wyoming Business Council's Local Government Energy Audit/Retrofit Program.

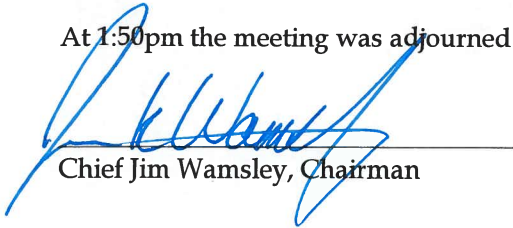
Following Discussion, Mr. Dave Hanks moved to approve. Seconded by Mr. Steve Perry.
Motion carried unanimously.

Motion to authorize the Airport Manager to proceed with the replacement of the McAdam's Hangar Roof in an amount not to exceed \$35,000 with the lowest qualified bidder.

Following Discussion, Mr. Steve Perry moved to approve. Seconded by Mr. Dave Hanks.
Motion carried unanimously.

Adjourn

At 1:50pm the meeting was adjourned.



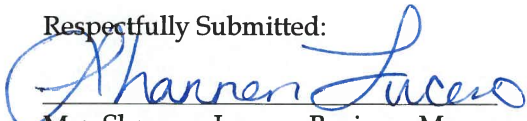
Chief Jim Wamsley, Chairman



PETER M. JENSEN
FOR DAVE HANKS

Mr. Dave Hanks, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Business Manager

