

THE MINUTES OF THE ROCK SPRINGS
SWEETWATER COUNTY AIRPORT
BOARD MEETING HELD
DECEMBER 11, 2019

MEMBERS PRESENT

Mr. Bret Pizzato
Dr. Pete Jensen
Mrs. Kelly Sugihara
City Councilor Glennise Wendorf

OTHERS PRESENT

Devon Brubaker, Airport Director
Shannon Lucero, Ops & Business Manager
Jonathan Lamb, CPA
Dusty Spomer, T-O Engineers

MEMBERS ABSENT

Chief Jim Wamsley
Mayor Pete Rust
Commissioner Jeff Smith

Mr. Bret Pizzato called the meeting to order at 1:00pm

Approval of Minutes

Moved by Dr. Pete Jensen, seconded by Mrs. Kelly Sugihara to approve the minutes of the November 13, 2019 Airport Board Meeting. Motion carried unanimously.

Approval of Bills and Acceptance of Financial Statements

Moved by Mrs. Kelly Sugihara, seconded by Dr. Pete Jensen, that the vendor payments presented to the Airport Board on December 11, 2019 in the total sum of \$412,215.44 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 Mrs. Kelly Sugihara, seconded by Dr. Pete Jensen to accept the November 2019 Financial Statements. Motion carried unanimously.

Director's Update

- a. Employee Christmas Party
- b. West Hangar Renovation
- c. Commercial Terminal Modernization
- d. Rehabilitate Taxiway 9/27 & Airfield Lighting
- e. Fuel Farm Replacement
- f. BLM Seat Base
- g. Multifunction Snow Removal Equipment
- h. T-Hangar End Units Garage Doors
- i. Fuel Farm Reserve Account
- j. Legislative Updates
- k. Director's Performance Evaluation Executive Committee
- l. Air Service Update
- m. WWCC Aviation Programs
- n. VOR DME Approach, Possible Decommission
- o. Certified Weather Observer
- p. Overaasen Broom & Spare Parts Auction, Jackson Hole Airport
- q. Passenger Statistics
- r. FBO Statistics

NEW BUSINESS:

Consideration of 2020 Airport Board Meeting Schedule

Following discussion, no objections were made.

Motion to accept a grant from the Wyoming Department of Transportation in the amount of \$24,172.36 for the acquisition of airfield marking equipment.

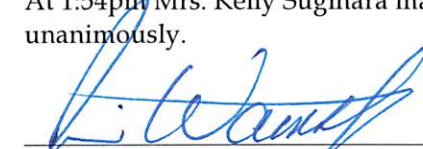
Following discussion, Mrs. Kelly Sugihara moved to approve. Seconded by Dr. Pete Jensen. Motion carried unanimously.

Motion to award a procurement contract to Sherwin Williams in the amount of \$26,858.18 for the acquisition of airfield marking equipment.

Following discussion, Dr. Pete Jensen moved to approve. Seconded by Mrs. Kelly Sugihara Motion carried unanimously.

Adjourn

At 1:54pm Mrs. Kelly Sugihara made a motion to adjourn. Seconded by Dr. Pete Jensen. Motion carried unanimously.



Chief Jim Wamsley, Chairman



Dr. Pete Jensen, Secretary/Treasurer

Respectfully Submitted:



Mrs. Shannon Lucero, Airport Operations and Business Manager