

BOARD MEETING – February 11th, 2015

The Yellowstone Regional Airport Regular Board Meeting was called to order at 8:00 a.m.

Board Present: Chairman Doug Johnston, Jim Vanaman, Jack Way, Craig Wilbur, Bob Adrian, and Donny Anderson.

Absent:

Also Present: Bob Hooper, Lori Rhodes, Nancy Werner, Bruce Ransom, John Gregory, John Cordes, Joel Simmons, Frank Page, Tim Wick, Bucky Hall, Trent Holder, Will Coleman, and Rhonda Schulte.

Pledge of Allegiance

Verification of Quorum: Jack Way verified there was a quorum.

Acceptance of Agenda: Craig Wilbur made a motion to accept the agenda. Bob Whisonant seconded. All those present voted AYE. Motion carried.

Reading / Approval of the January 14th 2015 Board Minutes: Jim Vanaman made a motion to approve the minutes. Jack Way seconded. All those present voted AYE. Motion carried.

Review / Approval of Bills and Bank Reconciliations: Jim Vanaman made a motion to approve the bills and reconciliations. Craig Wilbur seconded. All those present voted AYE. Motion carried.

Committee / Tenant Reports / Public Comments: None.

Airport Manager's Report:

- Bob Hooper provided an update on the summer air service.
- Bob Hooper reported that he and Jim Vanaman will be meeting with the City of Cody Administrator, to discuss the FY2015/2016 airport budget submittal process, on February 18, 2015.

Unfinished Business:

- Bob Hooper stated that Morrison-Maierle is requesting board approval of AIP 30 Pay Request #12 in the amount of \$7,578.53 for final construction management on the SRE building. Craig Wilbur made the motion. Jack Way seconded. All those present voted AYE. Motion carried.
- Morrison-Maierle requested board approval of WYDOT DOC-38A Pay Request #3 in the amount of \$5,475.28 for project design and construction management of the Armory Project. Jim Vanaman made the motion. Craig Wilbur seconded. All those present voted AYE. Motion carried.
- Bob Hooper reported that the Armory building will need to undergo an appraisal prior to beginning demolition.
- Tim Wick provided an update on the Runway 4-22 Rehab & Electrical Project.
- Bob Hooper reported that Morrison-Maierle is requesting board consideration and approval to submit AIP 33 & WYDOT COD 39A grant applications. Jack Way made the motion. Craig Wilbur seconded. All those present voted AYE. Motion carried.
- Frank Page provided an update on the progress of the Taxiway A Rehab & Electrical Project.
- Bob Hooper provided an update on the runway approach analysis, and stated that funding for the project cannot be guaranteed until FY2019.
- Tim Wick provided an update on the pending PFC application.

New Business:

- Bob Hooper reported that Morrison-Maierle is requesting board consideration and approval to submit AIP 34 and WYDOT COD 40 A grant applications, as well as AIP 34 Task Order 1 to acquire snow removal equipment and a passenger loading bridge. Jim Vanaman made the motion. Craig Wilbur seconded. All those present voted AYE. Motion carried.
- Bob Hooper requested board approval to transfer lease agreement for hangar lot 23 from Amy Norby, Burns C. Brimhall, Jr. and Jack Brimhall, to Jim and Sarah Nicholson dba Nicholson Dirt Contractors, pending completion of the sales agreement. Jim Vanaman made the motion. Jack Way seconded. All those present voted AYE. Motion carried.
- Bob Hooper reported that the airport has been asked to explore the possibility of enhancing the visibility of the main terminal entrance sign. Board consensus is to allow Airport Operations to use their judgment in painting portions of the sign to increase visibility.

- Bob Hooper requested board approval for the amount of \$4785.00, for PMI to paint the airport entrance loop road and markings in front of the terminal building. Jack Way made the motion. Bob Whisonant seconded. All those present voted AYE. Motion carried.
- Bob Hooper recommended that Nancy Werner receive a budgeted salary increase of 5% based on a successful personnel evaluation. Jim Vanaman made the motion. Craig Wilbur seconded. All those present voted AYE. Motion carried. Craig Wilbur specifically stated to include in the minutes that Nancy does an excellent job and that they appreciate her services.

Staff & Board Member Update:

Looking Ahead:

- Wyoming Aeronautics Commission Meeting will be occurring, via teleconference, on February 17th, 2015.
- The Board Retreat/Workshop will be taking place after the March board meeting.
- The next board meeting will be Wednesday, March 11th, 2015 at 8:00 am.

Adjournment:

Meeting was adjourned at 8:48 am.

Respectfully submitted,

***Lori Rhodes
Office Administration Assistant***

Approved By,

***Jack Way
Secretary, Joint Powers Board***