

BOARD MEETING – January 14th, 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 Donnie Anderson.

Absent: None.

Also Present: Bob Hooper, Lori Rhodes, Bruce Ransom, Jeff Higgs, John Cordes, John Gregory, Gene Wasia, Frank Page, Scott Bell, Todd Simmons, Dustin Spomer, and Rhonda Schulte.

Pledge of Allegiance

Verification of Quorum: Craig Wilbur verified there was a quorum.

Election of Board Officers: Chairman Johnston opened up the floor for nominations. Craig Wilbur nominated Doug Johnston for chairman. Jim Vanaman nominated Craig Wilbur for vice-chairman. Craig Wilbur nominated Jack Way for secretary. Craig Wilbur nominated Jim Vanaman for treasurer. Jim Vanaman made a motion to accept the officers as nominated. Craig Wilbur seconded. All those present voted AYE. Motion carried.

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

Reading / Approval of the December 10th 2014 Board Minutes: Craig Wilbur made a motion to approve the minutes. Jack Way seconded. All those present voted AYE. Motion carried.

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

Committee / Tenant Reports / Public Comments: None.

Chairman Johnston acknowledged and thanked Ché Eissinger's three years of serving on the board, and will have a plaque presented to him.

Bob Hooper presented Gene Wasia, with Morrison-Maierle, a Top Flight of Excellence award for his 15 years of service to the airport, prior to retirement.

Airport Manager's Report:

- Bob Hooper reported that a record number of passengers traveled through the airport over the Christmas and New Year's holidays.
- Bob Hooper reported that both of the parking lots were full, and thanked airport staff for assisting passengers with finding additional places to park, and assisting returning passengers with jump starts and getting their automobiles out of snow banks.
- Bob Hooper thanked the airport staff, particularly John Cordes for fabricating and mounting 2 additional advertising signs.

Unfinished Business:

- Frank Page provided an update on the Armory building demolition project. Frank Page requested board approval of COD-38A Pay Request #3 in the amount of \$10,496.48 for Morrison-Mairele Design Task Order 14. Jim Vanaman made the motion. Jack Way seconded. All those present voted AYE. Motion carried.
- Frank Page provided an update on the Runway 4-22 Rehab & Electrical Project. Bob Hooper reported that Morrison-Maierle is requesting board approval of AIP 32 Pay Request #8, in the amount of \$158,377.29, which includes HK Contractors Construction Progress Payment #7 for \$136,587.31, and Airport Lighting Company for \$21,789.98 for the high intensity beacon. Bob Whisonant made the motion. Bob Adrian seconded. All those present voted AYE. Motion carried
- Bob Hooper reported that Morrison-Maierle is requesting board consideration to reduce the HK Contractors retainage amount from 10% to 5%, resulting in a retainage reduction of \$130,675.38. Jim Vanaman made the motion. Jack Way seconded. All those present voted AYE. Motion carried.
- Frank Page provided an update on the progress of the Taxiway A Rehab & Electrical Project.
- Scott Bell provided information regarding the approach analysis. Bob Hooper recommended proceeding with the grant application to state aeronautics to fund Lean Engineering technical services. Bob Adrian made a motion to proceed with the grant application. Jack Way seconded. All those present voted AYE. Motion carried.
- Bob Hooper requested board direction on whether to submit an insurance claim, or to fully pay for damages to the Budget car wash building in December, in the amount of \$3050.00. There was board consensus to pay the \$1000.00 deductible, and submit an

insurance claim to LGLP.

New Business:

- Bob Hooper requested board consideration and award for the annual financial audit, based on three quotes from accounting firms. Jim Vanaman made the motion to award the annual financial audit contract to James Reilly. Bob Adrian seconded. All those present voted AYE. Motion carried.
- Bob Hooper reported that Dan Ochsner is requesting to lease the old Forest Service building, and one of the adjacent lots. There was board consensus to grant the lease.
- Bob Hooper reported that the Korean War Veteran's Association, Wyoming Cowboy Chapter 307, requested a discounted rate for an advertising sign, in the baggage claim area, for the Wyoming Veterans Memorial Park. Under FAA Federal Grant Assurance, the airport is not allowed to offer differing advertising rates. There was board consensus to offer a sign at the rate of \$150.00 per month.

Staff & Board Member Update:

Looking Ahead:

- Wyoming Airport Operators Association / Legislative Reception – January 25th, 2015 in Cheyenne, Wyoming.
- Next board meeting Wednesday, February 11th, 2015 at 8:00 am.
- March 11th, 2015, after the board meeting was chosen for the Board Workshop / Retreat.

Adjournment:

Meeting was adjourned at 8:52 am.

Respectfully submitted,

***Lori Rhodes
Office Administration Assistant***

Approved By,

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