

BOARD MEETING – November 18th, 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 Whisonant, Bob Adrian, and Donny Anderson.

Absent:

Also Present: Bob Hooper, Lori Rhodes, Jim Reilly, Bucky Hall, Nicole Baggs, Trent Holder, Bruce Ransom, Ryan Osborne, Joel Simmons, Todd Simmons, Tim Wick, Frank Page, Theresa Gunn, Scott Bell, Corey Field, Greg Atkin, Mike Ostler, Paul Hannah, Alec Seybold, and Iain Austin.

Pledge of Allegiance

Verification of Quorum: Jack Way stated that there was a quorum.

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 October 14th, 2015 Board Minutes: Jack Way made a motion to accept the minutes from the October 14th board meeting, with the omission of a duplication in the Verification of Quorum. Bob Adrian 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. Bob Adrian seconded. All those present voted AYE. Motion carried.

Committee / Tenant Reports / Public Comments: Bucky Hall reported that the County Commissioners provided a letter of support for the SkyWest proposal for Essential Air Service to Cody, and that he will send it to Bob Hooper who will forward to the Department of Transportation.

Airport Manager's Report:

- Bob Hooper provided an update on the Essential Air Service proposals. Bob Hooper requested board concurrence to write a letter of support of SkyWest to the Department of Transportation. There was board concurrence to support SkyWest. It was reiterated by Craig Wilbur and Bob Hooper that the Department of Transportation will make the final decision regarding which airline will be awarded Essential Air Service at Yellowstone Regional Airport. Jim Vanaman made the motion to draft a letter of support of SkyWest to the Department of Transportation. Jack Way seconded. All those present voted AYE. Motion carried. Bob Hooper stated that CYAIR will be sending a letter of support of SkyWest to the Department of Transportation, and has requested Bob Hooper send a press release stating such.
- Bob Hooper stated that he had submitted a grant to the Park County Travel Council in the amount of \$15,000.00 to be directed at promoting in-bound passenger traffic to the Cody area and Yellowstone Regional Airport. The grant is matched by the Wyoming Division of Aeronautics.

Unfinished Business:

- Bob Hooper provided an update on a conference call on Thursday, November 12th, 2015 to discuss mitigation for the demolition of the Cody Armory.
- Tim Wick provided an update on the Taxiway A Rehab and Electrical Project. Morrison-Maierle requested board approval of AIP 33 Pay Request #1 in the amount of \$40,366.72, which includes \$1800.00 reimbursement to YRA for an independent fee estimate and MMI Task Order 15 in the amount \$38,566.72 for design services. Bob Adrian made a motion to approve. Jim Vanaman seconded. All those present voted AYE. Motion carried.
- Morrison-Maierle provided an update on the snow removal equipment and passenger loading bridge acquisition.
- Bob Hooper reported that proposals for insurance and banking services for Yellowstone Regional Airport are due in the Airport Administration Office by Friday, November 20th, 2015, 2:00 pm. Proposals will be mailed to the board members for review and selection at the December 9th, 2015 board meeting.

New Business:

- Jim Reilly provided an overview of the annual financial audit report.

Staff & Board Member Update:

Looking Ahead:

- Next board meeting will be on Wednesday, December 9th, 2015 at 8:00 am.
- WAOA will be holding Legislative Reception Wednesday, February 24th, 2016.

Break:

- The regular board meeting took a break at 8:47 am.

Approach Analysis Study Presentation:

- Lean Engineering provided a presentation of their approach analysis study.

Adjournment:

Meeting was adjourned at 10:16 am.

Respectfully submitted,

***Lori Rhodes
Office Administration Assistant***

Approved By,

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