

BOARD MEETING – April 12th, 2017

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

Board Present: Bob Adrian, Jack Way, Craig Wilbur, Hans Odde, Bucky Hall, and Donny Anderson.

Absent: Doug Johnston

Also Present: Bob Hooper, Lori Rhodes, Karina Black, Frank Page, Tim Wick, Patty Anderson, Wes Hanson, Ford Roes, Debbie Weckler, Joel Simmons, Joe Tilden, and Max Miller

Pledge of Allegiance

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

Acceptance of Agenda: Bucky Hall made the motion to accept the agenda. Donny Anderson seconded. All those present voted AYE. Motion carried.

Reading / Approval of the March 8th, 2017 and March 29th, 2017 Board

Minutes: Jack Way made the motion to approve the March 8th, 2017 minutes. Bucky Hall seconded. All those present voted AYE. Motion carried. Bucky Hall made the motion to approve the March 29th, 2017 minutes. Hans Odde seconded. All those present voted AYE. Motion carried

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

Airport Manager's Report:

- Bob Hooper provided the airline boarding and car rental reports for the month of March.
- Bob Hooper reported on the annual Wildlife Hazard Management Training completion.

- Bob Hooper reported on Tarmac Contingency Plan Update. Submitted updated Plan to the DOT.
- Bob Hooper reported on Excellence of Training award from AAAE, recognition for 2016 YRA training.
- Bob Hooper provided an Air Service update.

Unfinished Business:

- Bob Hooper reported on Approach Analysis Study. Scott Bell will have report for May Board Meeting.
- Bob Hooper provided an update on the Commercial Apron Expansion. Bob Hooper requested Board approval to accept grant offers for design from FAA and WYDOT Aeronautics. FAA Grant AIP 36-2017 in amount of \$116,250.00 and WYDOT grant ACOD46A in amount of \$4,650.00. Bucky Hall made the motion to approve grant offer. Jack Way seconded. All those present voted AYE. Motion carried
- Bob Hooper requested approval to transfer AIP entitlement funds for FY 2017 in amount of \$650,000 to the Rock Springs/Sweetwater County Airport. The Rock Springs County Airport will pay back loaned funds in 2018. Jack Way made the motion to approve. Craig Wilbur seconded. All those present voted AYE. Motion carried
- Frank Page provided an update on Land Acquisition. Bob Hooper requested Board approval of Task Order No. 5 in amount of \$15,000.00 for Morrison-Maierle Professional Services associated with the Mowatt & House property acquisitions, Airport Layout Plan Exhibit A Update, AIP 37 Grant Manager, and Plat Recording. Hans Odde made the motion to approve. Jack Way seconded. All those present voted AYE. Motion carried
- Bob Hooper requested Board approval for FAA Grant offer AIP 37-2017 in amount of \$200,000.00, and of WYDOT Aeronautics Grant ACOD47A in amount of \$8,000.00 for the Mowatt and house property acquisitions. Bucky Hall made the motion to approve both Land Acquisitions and Grants. Donny Anderson seconded. All those present voted AYE. Motion carried

New Business:

- Bob Hooper recommended the Board renew the Airport Liability Insurance with LGLP at the current \$1000 deductible level. Craig Wilbur made the motion to approve. Bucky Hall seconded. All those present voted AYE. Motion carried.
- Bob Hooper recommended the Board increase the lease rates for the FBO Fuel Farm & Car Rental Wash Facility by \$0.015 per square foot per year, consistent with the private hanger increases. Bucky Hall made the motion to approve. Hans Odde seconded. All those present voted AYE. Motion carried

- Bob Hooper requested Board approval of the proposed 2017-2018 Airport Budget as presented. Jack Way made the motion to approve. Craig Wilbur seconded. All those present voted AYE. Motion carried
- Bob Hooper requested Board approval to submit marketing grant application to Wyoming Aeronautics Division in amount of \$2,500.00 for Choice Aviation's Air Fair event's promotional advertising. Bucky Hall made the motion to approve. Donny Anderson seconded. All those present voted AYE. Motion carried
- Bob Hooper requested Board approval allowing Idaho National Laboratory regarding placement of a testing trailer, upon successfully reaching an agreement with the Airport Administration Office. Hans Odde made the motion to approve as long as there is no cost to the Airport. Bucky Hall seconded. All those present voted AYE. Motion carried
- Bob Hooper requested Board meeting for May be changed to Tuesday May 16th. Craig Wilbur made the motion to approve. Jack Way seconded. All those present voted AYE. Motion carried

Looking Ahead:

- Next board meeting is planned for Tuesday May 16th, 2017, 8:00 am.
- Bob Vacation April 18th – 23rd, 2017
- United Airlines Meeting – May 2nd, 2017
- AAAE Conference May 6th – 11th, 2017

Adjournment: Meeting was adjourned at 8:50 am.

Respectfully submitted,

***Karina Black
Administrative Assistant***

Approved By,

***Doug Johnston
Secretary, Joint Powers Board***