

BOARD MEETING – February 8th, 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 Doug Johnston.

Absent: Donny Anderson

Also Present: Bob Hooper, Lori Rhodes, Karina Black, Bruce Ransom, Frank Page, Tim Wick, Scott Kolb, Trent Holder, Corey Field, Kodi Chenoweth, Matt Hall, Joe Tilden, Todd Simmons, and Joel Simmons.

Pledge of Allegiance

Verification of Quorum: Doug Johnston noted the absence of Donny Anderson, and verified that there was a quorum.

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

Reading / Approval of the January 13th, 2017 Board Minutes: Doug Johnston made the motion to accept the minutes. Craig Wilbur seconded. All those present voted AYE. Motion carried.

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

Committee / Tenant Reports / Public Comments:

Airport Manager's Report:

- Bob Hooper reported that the amount of snow in the private hangar area caused unsafe operating conditions for hangar owners. Consequently, the airport hired Harris Trucking to remove snow.

- Bob Hooper reported that the Air Service Enhancement Program grant applications for fiscal year 2018 are due to the Wyoming Division of Aeronautics by March 17, 2017, and that he will be assisting Bucky Hall with the application.
- Bob Hooper provided an update on air service for the summer stating that United will resume seasonal service to Denver on May 5th, 2017 with one flight per day, and that service to Chicago will operate from Chicago to Cody on Saturday evenings, and from Cody to Chicago on Sunday mornings beginning June 10th, 2017 for two months.
- Bob Hooper reported that a vehicle damaged the airport perimeter fence, and that a claim has been filed with the vehicle operator's insurance company. Bob Hooper state that the claim will be acted on once the snow is melted and an estimate of damage can be finalized.

Unfinished Business:

- Tim Wick provided an update on the Approach Analysis Study.
- Tim Wick provided a status on the Taxiway A Rehab and Electrical Project. Morrison-Maierle requested board approval of AIP 35 Pay Request #6 for the FAA Flight Check credit amount of \$3732.91, and approval of AIP 35 Pay Request #7 in the amount of \$125,820.74 to include final notice advertising in the amount of \$276.00, Morrison-Maierle Construction Management Task Order 15 in the amount of \$47,496.90, and Century Companies, Inc. for work completed in the amount of \$78,047.84. Hans Odde made the motion to approve. Craig Wilbur seconded. All those present voted AYE. Motion carried.
- Bob Hooper provided an update on the grant application for the Commercial Apron Expansion.
- Bob Hooper provided an update on the grant application for the land acquisition.

New Business:

- Bob Hooper requested board consideration and approval to update the Personnel and Policy manual to reflect applicability to Yellowstone Regional Airport. Bucky Hall made the motion to approve. Jack Way seconded. All those present voted AYE. Motion carried.
- Bob Hooper reported that Choice Aviation has requested board consideration to construct t-hangars in the area of the old armory building. After board discussion, it was decided that the board should first decide how to proceed with the development of the old armory property.
- Bob Hooper stated that Choice Aviation was requesting board consideration to close YRA air space for approximately one hour,

during the Air Fair, scheduled for August 5th, 2017, to accommodate aerobatic aircraft performers. The airport will be required to submit an FAA Form 7711 to the FAA Flight Standards District Office. Bob Hooper recommended that a letter be sent to all hangar tenants and the additional users of the airport advising of such, requesting tenant feedback. Bucky Hall made the motion to send a letter to hangar tenants, and further address air space closure during the March board meeting. Hans Odde seconded. All those present voted AYE. Motion carried.

Looking Ahead:

- Next board meeting is planned for March 8th, 2017, 8:00 am.
- WAOA Board Meeting – Cheyenne – February 14th, 2017.
- WAOA Legislative Reception – Cheyenne - February 14th, 2017.
- FAA Northwest Mountain Conference – Seattle – March 20th-22nd, 2017
- Bob Hooper requested a budget workshop meeting with the board. The board agreed to meet February 22nd, 2017, at 3:00 pm , in the Duggleby Board Room.

Adjournment: Meeting was adjourned at 9:15 am.

Respectfully submitted,

***Lori Rhodes
Office Manager***

Approved By,

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