

BOARD MEETING – January 13th, 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, Doug Johnston, and Donny Anderson.

Absent:

Also Present: Bob Hooper, Lori Rhodes, Bruce Ransom, Frank Page, Tim Wick, Scott Bell, Scott Kolb, Trent Holder, Corey Field, and Joel Simmons.

Pledge of Allegiance

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

Election of Board Officers: Craig Wilbur nominated Bob Adrian as chairman, and Jack Way as vice-chairman. Bucky Hall seconded. All those present voted AYE. Motion carried. Jack Way nominated Craig Wilbur as treasurer. Donny Anderson seconded. All those present voted AYE. Motion carried. Donny Anderson nominated Doug Johnston as secretary. Jack Way seconded. All those present voted AYE. Motion carried.

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

Reading / Approval of the December 14th, 2016 Board Minutes: Jack Way made the motion to accept the minutes. Craig Wilbur seconded. All those present voted AYE. Motion carried.

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

Committee / Tenant Reports / Public Comments:

Airport Manager's Report:

- Bob Hooper reported that TSA will be installing an Advanced Imaging Technology (AIT) body scanner in the near future.
- Bob Hooper reported that the Wyoming Airport Operators Association (WAOA) feels it is important to have an airport representative available in Cheyenne during the Legislative Session. He is scheduled to represent WAOA the week of January 23rd, 2017. WAOA will pay expenses associated with Legislative coverage.

Unfinished Business:

- Frank Page stated that the Armory Demolition project is complete. Morrison-Maierle requested board approval of COD-38A Final Pay Request in the amount of \$34,395.58 to include YRA Advertising reimbursements in the amount of \$297.00, Morrison-Maierle Construction Management Task Order 14 in the amount of \$10,481.58, and Harris Trucking for work completed in the amount of \$23,617.00. Doug Johnston made the motion to approve. Donny Anderson seconded. All those present voted AYE. Motion carried.
- Scott Bell provided an update on the Approach Analysis Study.
- Frank Page state that the Taxiway A Rehab and Electrical Project is complete.
- Bob Hooper reported that Morrison-Maierle will be preparing and submitting the grant application for the Commercial Apron Expansion – Design AIP 36 to the FAA and State Aeronautics for review and approval. Morrison-Maierle requested board consideration and approval of Task Order 4 for the Commercial Apron Expansion. Jack Way made the motion to approve. Bucky Hall seconded. All those present voted AYE.

New Business:

- Bob Hooper requested board consideration to designate Pinnacle Bank in Cody, Wyoming as the airport's official depository for calendar year 2017. Craig Wilbur made the motion to approve. Hans Odde seconded. All those present voted AYE. Motion carried.
- Bob Hooper requested board approval to add an AP (Airport) Maintenance II Position to the Personnel and Policy Manual. Jack Way made the motion to approve. Bucky Hall seconded. All those present voted AYE. Motion carried.

Looking Ahead:

- Next board meeting is planned for February 8th, 2017, 8:00 am.
- WAOA Board Meeting – Cheyenne – February 14th, 2017.
- WAOA Legislative Reception – Cheyenne - February 14th, 2017.

Additional Update: Bob Hooper provided the car rental and airline boarding reports, stating that car rentals increased by 25%, and that enplanements exceeded 40,000.

Adjournment: Meeting was adjourned at 8:47 am.

Respectfully submitted,

***Lori Rhodes
Office Manager***

Approved By,

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