

Johnson County Airport Board

Minutes

March 20, 2017

The regular meeting of the Johnson County Airport Board was called to order by Chairman Fink at 8:30 a.m. at the airport. Board Members present were Gerald Fink, Randy Dyess. Kirk Kavanagh joined the meeting by telephone. Keith Neustel and Jim Purdy were excused. Also present were Airport Manager Bruce McWhorter, Cody Wyatt, WWC Engineering, Jim Martin and Ben Weaver, CPG Engineering and Commissioner Robert Perry.

Kavanagh moved to approve the minutes of the February 20, 2017 regular meeting and also the March 8, 2017 Special Meeting. Dyess seconded, motion carried.

Dyess moved, seconded by Kavanagh to approve payment of the following bills:

- Johnson County Aviation Mgt. \$2,300.00
- WWC Eng. – Wildlife Fence \$12,561.40
- The Office – Office supplies 61.23
- Big Horn Coop – fuel 140.01
- Gerald Fink – ALP shipping expense 29.21
- Eaton Sales & Service – Fuel Tank probe 4,194.50

The motion carried.

Old Business:

Cody Wyatt, WWC reported that the wildlife fence design is nearly complete and ready to submit to FAA and Wyoming Aeronautics. Expects it will take 2-3 weeks for review before we will be ready to call for bids.

Audit Report: Fink reviewed the comments from the county's auditors regarding the audit deficiencies with regard to the board's handling of federal grant documentation for the taxiway project. Steps are being put into place to correct the deficiencies when dealing with future issues.

New Business:

Master Plan – Kavanagh moved to accept the new Airport Master Plan completed in 2017, seconded by Dyess. Motion carried.

The ALP's (Airport Layout Plan) have been signed by County Commission Chairman Novotny and sent off to Wyoming Aeronautics.

2017-2018 Airport Budget preparation: Fink mentioned that it is budget preparation time and the board has one more regular meeting before budget are due in to the County Clerk. Commissioner Perry suggested that the board not overlook requesting Optional 1% Sales Tax revenue to help cover the county's match for the federal grant to build the wildlife fence.

Dyess reported that it has come to his attention that the new door on the FBO Hangar was not installed correctly and the installer is being requested to correct the installation.

Discussion was held regarding the White Hangar. Johnson County Aviation Management (JCAM), the current FBO operator would like to lease the Hangar and sublease to the individuals that are now renting airplane storage space. This would give JCAM the flexibility to use space in the hangar periodically without displacing the occupants. Commissioner Perry stated that the Commissioners have discussed turning that Hangar management over to the airport board. Commissioner Perry will clear this proposal with the commission and respond with a procedure for transferring responsibility for this building. Airport Board can act on this at the next meeting.

Operations:

• Rotary	_____8_____
• Fixed Wing	_____120_____
• Jets	_____12_____
Fuel Sales (gallons)	
• Self- Serve	_____1,467_____
• SS Transactions	_____120_____
• Jet A	_____1,160_____

With no further business to come before the board, the meeting was adjourned at 10:00 a.m.

Respectfully submitted

Gerald Fink, Acting Secretary