

Johnson County Airport Board

Meeting Minutes

September 18, 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 lounge. Present were Gerald Fink, Randy Dyess, Kirk Kavanagh, County Commissioner Bob Perry, Cody Wyatt, WWC Engineering and Airport Manager, Bruce McWhorter. Also present were Jill Rosselott, Jim Martin and Ben Weaver of CBG Engineering. Jim Purdy joined the meeting by telephone. Keith Neustel was excused.

Dyess moved, seconded by Kavanagh to approve the minutes of the August 14, 2017 meeting. Motion carried

The following Bills were presented for payment:

- Johnson County Aviation Mgt. \$2,300.00
- Swede's Fire Ext. Service \$418.20
- WWC Eng. – Wildlife Fence \$5,688.36
- WWC Eng. – WACIP Prep \$2,953.90
- Hout Fencing of Wyoming \$60,481.54

Dyess moved to approve the bills as presented, seconded by Kavanagh. Motion carried.

Fuel Account: It was noted that the Self-Service Fuel account had a balance of \$29,254.34 on 9/10/2017

Old Business:

Cody Wyatt, WWC gave a report on the progress of the Wildlife Fence project. Order to Proceed was signed on August 8, 2017 and the contractor started work on September 1, 2017. Re-alignment of the fence near the SRE building to avoid utility lines was discussed. It was the consensus of board to let the contractor deal with the issue when he get to that point.

A mock mass casualty exercise under the direction of Marilyn Connolly, Emergency Management Coordinator was held at the Airport on September 16, 2017. Bruce reported that the exercise went well. Many of the first responders involved in the exercise had not previously been on the airport.

New Business:

Consultant Selection Process: Fink mentioned that we need to get started on this process. He will start getting the Request for Statement of Qualifications put together.

A quote for the annual service to the back-up generator was received from TW Enterprises in the amount of \$712.78. It is believed that this company is doing the

service for all county/city owned generators. Dyess moved, seconded by Kavanagh to accept the quote and have TW Enterprises provide the service. Motion carried

Other Airport Concerns:

- There have been issues with the Jet Fuel truck (one occasion). May have been an air lock someplace. Question raised as to whether the truck needs a check-up by someone who knows fuel pumps, filters, etc. Bruce will look for someone
- Some of the overhead heaters in the FBO Hangar are not working. Need attention before winter. Bruce was authorized to have them checked.

Operations

- Rotary 40
- Fixed Wing 360
- Jets 34

Fuel Sales (gallons)

- Self- Serve 4,266
- SS Transactions 240
- Jet A 5,892

With no further business to come before the Board, the meeting was adjourned at 9:00 a.m.

Respectfully submitted,

Gerald E Fink, Acting Secretary