

Johnson County Airport Board
Minutes
November 16, 2020

The regular meeting of the Johnson County Airport Board was called to order at 8:40 a.m. on November 16, 2020. Present were Gerald Fink, Jim Purdy, Mike Bacon and Randy Dyess (via phone). Also present was Bruce McWhorter Airport Manager. Guest Jarad Koltiska, PE Morrison-Maierle.

Bacon moved, second by Purdy to approve the minutes of the October 19, 2020 meeting as presented. Motion carried.

Bills were presented as follows:

• Johnson County Aviation Management	\$2,600.00
• Big Horn Coop Mktg. Assn.- Bulk Fuel (diesel for snow plow)	\$1,494.01
• Honnen Equip. – Cutting Edge Kit (snow plow)	\$1,431.32
• TW Enterprise – Generator Service	\$737.67
• DOWL – Slope Repair #8	\$4,218.67
• DOWL – Seal Coat #7	\$1,437.08
• Stanley Sanitation	\$145.00

Dyess moved, second by Purdy to pay invoices. Motion carried.

Old Business:

DOWL

- Slope Failure/Repair & Turn around project
 - Accept project as complete.
 - Authorize chairman to sign close-out documents.

Dyess moved, seconded by Purdy authorizing the chairman to sign the “close-out” documents. Motion carried.

- Authorize the release of retainage money (after the 41 day add has run – and no issues were presented).

Dyess moved, seconded by Purdy authorizing the chairman to release the retainage money. Motion carried.

- Seal Coat 2020
 - Accept project as complete.
 - Authorize chairman to sign close-out documents.

Purdy moved, seconded by Bacon authorizing the chairman to sign the “close-out” documents. Motion carried.

- Authorize the release of retainage money.

Purdy moved, seconded by Dyess authorizing the chairman to release the retainage money. Motion carried.

- Water Usage
 - During the construction of the T-Cup and Slope Failure/Repair the contractors used airport water, valued at \$650-\$700. Chairman Fink and Airport Mgr. McWhorter are going to talk to DOWL and contractors to determine the best path in collecting this money.
- Fuel Master/FNB Credit Card Processing (100LL fuel)
 - In order to move the Credit Card Processing to FNB we need to update the system. Additionally we’ve been made aware that our system must be able to read credit card chips by mid-2021. Estimated cost for the upgrade is \$7,000.00. The upgrade will be done in two phases, first will be the upgraded of the “card reader” and second will be the addition of the “chip reader”.

Dyess moved, seconded by Purdy to proceed with phase 1 of the upgrade. Motion carried.

New Business:

- WYDOT Aeronautics is asking General Aviation airports to complete a COVID survey. Chairman Fink to complete and submit.

Airport Report:

- Comments/concerns from Manager
 - Manager McWhorter ask if the board wanted to adjust the 100 LL fuel price currently set at \$3.85. The board agreed the price should remain as is.

Operations:

- Rotary - 8
- Fixed Wing - 90
- Jets - 30

Fuel Sales (gallons)

- Self-Serve - 955
- SST Transactions - 26
- Jet A - 3,239

With no further business to come before the board a motion was made by Purdy, second by Dyess to adjourn the meeting. Motion carried. Meeting was adjourned at 9:20 am.

Next regular meeting will be December 21, 2020

Respectively submitted,

Mike Bacon, Secretary