

Johnson County Airport Board  
Meeting Minutes

**May 16, 2022**

**Roll Call:** The meeting was called to order by Chairman Jim Martin at 8:30 a.m. Board members present were Jim Martin, Mike Bacon, Gerald Fink, Clint Culliton, and Pete Schumacher; also present were Bruce McWhorter (Airport Manager), and Morrison-Maierle representative Jarad Koltiska. The meeting was recorded by Bruce McWhorter.

**Approval of Agenda:** Mike Bacon moved and Pete Schumacher seconded a motion to approve the May 2022 meeting agenda. Motion approved.

**Approval of Meeting Minutes:** Gerald Fink moved and Mike Bacon seconded a motion to approve the April 18, 2022 Meeting Minutes. Motion approved.

**Correspondence:** None.

**Personnel:** No change.

**Financial:**

Current Budget Status: Gerald Fink presented an overview of the airport's current financial status. With only six weeks remaining in this year's budget cycle, all line items are on-track with budget surpluses existing on several line items; the most noteworthy is a \$18,200 surplus in Contract Renewal (Airport Management) because Covid Relief funds have been used to pay this line item. This surplus could possibly be used to cover future improvements that cannot be funded through the Infrastructure Grants.

The status of the missing hanger lease agreements has not been resolved by the County Commissioners which prevents collection of the increased hangar rents approved in January. This also restricts the board's ability to address changes to hanger term limit extensions as requested by several leasees. Pete Schumacher moved and Gerald Fink seconded a motion to table these discussions until the hanger lease contracts are available. Motion approved.

**Bills:**

* Johnson County Aviation Mgt	\$2600.00
* Great Divide - SRE heater repair	\$1605.51
* Easton Sales – fuel system test	\$237.50
*Stanley Sanitation – garbage pickup Jan/Feb/Mar/Apr	\$200.00
*Jim Martin – bolts for Rwy 13 Hold Short sign repair	\$38.39
*Airport Management - miscellaneous repair items	\$302.36

Mike Bacon moved and Pete Schumacher seconded a motion to pay bills. Motion approved.

**Old Business:**

\*Parking Lot Update: Jarad Koltiska explained that the 90% Parking Lot Reconstruction Plan has been submitted to Paulette (FAA) and includes the proposed leach field (which needs cost update). Paulette is okay using Johnson County’s Unique Employer ID instead of a new DUNS number. A pre-bid meeting was conducted with four general contractors and one electronics contractor who showed interest in the project. The proposed restroom and new REIL system cannot be included in the Parking Lot Plan and must be submitted under separate proposals.

\*Wyoming Aeronautics Tour, May 18 at 1:00. Jim Martin will meet the visitors and provide a tour of airport facilities. Bruce McWhorter will purchase a new couch for the FBO lounge prior to their visit and be available to answer questions regarding maintenance concerns. Jarad Koltiska will outline boundaries of the new parking lot with engineer flags.

**New Business:**

\*Airport Board of Director Duties: Board Members agreed that current Airport Board Bylaws provide adequate guidance and could be amended in the future if a need arises. Mike Bacon moved and Pete Schumacher seconded a motion to accept current bylaws. Motion approved.

\*New Box Hanger Construction: A discussion evolved regarding optimum location, funding source, taxi routing, and value of box hangers versus large privately owned hangers. Jarad Koltiska agreed to check current fire codes to determine minimum spacing between hangers. Tabled for further discussion.

\* New printer for Airport Board Office: Mike Bacon moved and Pete Schumacher seconded a motion to purchase a color printer for the Airport Board (up to \$1000). Bruce McWhorter will locate and procure. Motion approved.

**Airport Manager Report:**

\*Comments/Concerns: Bruce McWhorter voiced concern that avgas wholesale prices are currently above \$5.25 per gallon (current retail price) with further increases anticipated. Pete Schumacher moved and Mike Bacon seconded a motion that Jim Martin, Gerald Fink, and Bruce McWhorter be responsible for setting retail prices and that the current price be raised immediately to \$6.00 per gallon. Motion approved.

Bruce suggested that the worn carpet in the FBO lobby be replaced with composite flooring and two bids were presented, one from Floor-D for \$6634.07 and one from Atter’s Furniture for \$10086.56. Board approved the Floor-D bid.

**\*Operations**

-Rotary	<u>8</u>
-Fixed Wing	<u>132</u>
-Jets	<u>14</u>

**\*Fuel Sales**

-Self Serve (gallons)	<u>1156</u>
-Transactions	<u>44</u>
-Jet A (gallons)	<u>1411</u>

**Action items:**

Jarad Koltiska will review hanger fire code and update leach field estimate.

**Next Meeting:** June 20, 2022, at 8:30

**Adjournment:** Meeting was adjourned at 10:05 a.m.

**SIGNED:** Pete Schumacher, Secretary