

Johnson County Airport Board
Minutes
January 18, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:40 a.m. Present were Jim Purdy, Mike Bacon and Clint Culliton. Also present was Bruce McWhorter Airport Manager, and Leah Whitfield, The Aviation Planning Group (DOWL contractor) via phone.

Purdy moved, second by Bacon to approve the minutes of the December 21, 2020 meeting as presented. Motion carried.

Bills were presented as follows:

- Johnson County Aviation Mgt. \$2,600.00

Purdy moved, second by Bacon to pay invoice. Motion carried.

- DOWL – Invoice #9 \$646.00

Purdy moved, second by Culliton to pay invoices, after receiving additional detail. Motion carried.

Old Business:

- DOWL
 - Leah reviewed the WACIP plan, the “Parking Lot Reconstruction” has been denied. The county is going to quote the project this spring (although there will be no state or federal money available) and Leah is going to check to see if there’s any money left over from the SRE project.
 - The remaining projects listed were left as stated.

New Business:

- Nothing to report.

Airport Report:

- Comments/concerns from Manager
 - Credit Card Processing switchover.
 - It appears the Fuel Mast System and Credit Card system aren’t compatible. Bruce is going to contact another bank to see if there system would be compatible.

Operations:

- Rotary - 8
- Fixed Wing - 120
- Jets - 4

Fuel Sales (gallons)

- Self-Serve – 1,494
- SST Transactions - 38
- Jet A - 603

With no further business to come before the board a motion was made by Culliton, second by Bacon to adjourn the meeting. Motion carried. Meeting was adjourned at 9:50 am.

Next regular meeting will be February 15, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
February 15, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Gerald Fink, Jim Purdy, Jim Martin and Mike Bacon. Also present was Bruce McWhorter Airport Manager.

Bacon moved, second by Fink to approve the minutes of the January 18, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

- Johnson County Aviation Mgt. \$2,600.00
- DOWL – Seal coat Invoice #9 \$1,714.53 includes previous \$646.64
 - Eng. time to close out project and legal notices in paper
- DOWL – Slope Repair Close Out #9 (Eng. time) \$1,186.99
- DOWL – SRE Inspection & Close Out Invoices #7 & #8 \$2,743.00
 - Revised invoice – December invoices were withdrawn
- Wyoming Airport Operators Assn. Dues \$100.00
- Wyoming Department of Environmental Quality \$600.00
 - Storage Tank Fee

Martin moved, second by Purdy to approve payment of the invoices. Motion carried.

Purdy moved to hold payment for the DOWL invoices until we receive verification that DOWL has submitted these payments to WYDOT for payment, second by Martin. Motion carried.

Old Business:

- Av Gas Credit Card Reader
 - The communication between Fuel Master's system and First Northern Bank isn't compatible. Bruce and Jim are going to contact Bank of Buffalo to see if they have a system that will communicate with the Fuel Master system.

Martin moved to enter into negotiations with First Northern Bank and the Bank of Buffalo to transfer Av Gas transaction process to the Bank of Buffalo, Purdy second. Motion carried.

New Business:

- New Board member
 - Chairman Fink welcomed new board member Jim Martin.
- FAA Carryover funds from SRE
 - Leah Whitfield, Aviation Planning Group has confirmed with WYDOT that we have \$190,000 from the SRE grant that can be used for the parking lot.
- Transfer of 2021 Entitlement funds.
 - WYDOT would like us to assign our Entitlement funds (\$150,000) to Big Piney airport. These funds would be repaid to our account over 2021 and 2022. Jim Martin to follow up with WYDOT to gather additional information on this request.
- Board Re-organization

Martin moved, second by Purdy to leave board officers as is. Motion carried.
(Fink-Chairman, Purdy-Vice Chairman, Culliton-Treasure, Bacon-Secretary)

Airport Report

- Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) – Under the latest Corona virus assistance legislation Johnson County Airport is scheduled to receive \$13,000. Bacon moved, seconded by Martin to authorize the Chairman to sign the documents to apply for and receive these funds. Motion carried. It was noted that these funds could be used to support the payment of the airport management contract.
- Aviation Gas prices are going up. After much discussion the board agreed to increase the price to \$4.15 per gallon.

Martin moved, second by Purdy to adjust the Av Gas price to \$4.15. Motion carried.

Operations:

- Rotary - 18
- Fixed Wing - 120
- Jets - 6

Fuel Sales (gallons)

- Self-Serve – 1,744
- SST Transactions - 38
- Jet A - 1,196

With no further business to come before the board a motion was made by Purdy, second by Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 10:50 am.

Next regular meeting will be March 15, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
March 15, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Jim Purdy and Mike Bacon (via phone). Also present was Commissioner Bob Perry, Bruce McWhorter Airport Manager, and Jarad Koltiska Morrison Maierle

Martin moved, second by Bacon to approve the minutes of the February 15, 2021 meeting as presented.
Motion carried.

Bills were presented as follows:

- | | |
|--|------------|
| • Johnson County Aviation Mgt. | \$2,600.00 |
| • Stanley Sanitation – Garbage Pickup | \$150.00 |
| • Johnson County Aviation Mgt. | \$37.10 |
| ○ reimbursement for new handle for Av Gas pump | |

Martin moved, second by Bacon to pay invoices. Motion carried.

Old Business:

- DOWL
 - Status of Reimbursement – Gerald talked with Ken Nichols 10-14 days ago and Ken stated he was working on reimbursements now and hope to finalize soon. The board is very disappointed and frustrated with DOWL as they are now 4-5 months behind.
- WYODT has also contacted DOWL asking for final closeout documents and haven't received them.
- Av-Gas Credit Card Reader
 - We have final conformation the 1st Northern Bank of Buffalo's system is not compatible with our current system. The Bank of Buffalo has restated that there system will work with our current setup. Bruce and Jim Martin are going to have additional discussion with them to confirm details. At some point we need to open an account with The Bank of Buffalo.
- Parking Lot
 - The board discussed funding possibilities that can be used. We have \$190,000 from the SRE project, \$150,000 from 2021 Entitlement money from FAA and WYODOT and we'll have an additional \$150,000 from 2022 Entitlement money. It is the board's understanding that all funds can be used for this project.

Martin moved, second by Bacon to initiate the process of selecting an Engineering/Consulting firm and subsequently terminating our agreement with DOWL. Motion carried.

New Business:

- Airport Coronavirus Response Grant Program (ACRGP) Grant offer #3-56-0003-022-2021 - \$13,000.00 allocation. Funds will be used to support the contract with Johnson County Aviation Management.

Martin moved, second by Purdy to authorize the chairman to sign the documents. Motion carried.

Airport Report:

- Airport Mgr. McWhorter was contacted by the owner of the two PV aircraft located on the north east side of the airport. It appears he has an interested buyer and was checking to see if sold, can the new owners leave the aircraft in the same location and continue to pay rent. The board agreed that the planes could stay where they are as long as they continue to pay rent.

Operations:

- Rotary - 24
- Fixed Wing - 180
- Jets - 10

Fuel Sales (gallons)

- Self-Serve – 2,407
- SST Transactions - 0
- Jet A - 1,740

With no further business to come before the board a motion was made by Purdy, second by Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 9:35 am.

Next regular meeting will be April 19, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
April 19, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Clint Culliton and Mike Bacon. Also present was Commissioner Bob Perry, Bruce McWhorter Airport Manager, Leah Whitfield, Justin Heid Aviation Planning Group, Mike Beckhoff Armstrong Consultants, and Joe Feiler Recreation Aviation Foundation.

Martin moved, second by Bacon to approve the minutes of the March 15, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

- Johnson County Aviation Mgt. \$2,600.00

Bacon moved, second by Martin to pay invoices. Motion carried.

Old Business:

- DOWL
 - Leah, fielded many questions from the board regarding outstanding RFR's, and status of reimbursements from the State and FAA. See Leah's comments attached.

I wanted to follow up on a few items. As discussed I will prepare a spreadsheet and send over for better understanding of all three projects. I am about half way there but wasn't able to finish it today.

- *I met with Brandie yesterday and reviewed the outstanding items. An RFR has been submitted for the outstanding \$55k Simon bill #4. Cheryl at WYDOT was out of the office today so I couldn't stop by and visit with her. She is back tomorrow and should review and approve for Gerald's signature.*
- *I have also received a revised invoice from DOWL for the seal coat final newspaper advertisements. I will hold that until we receive the final reports.*

At the time of this writing, Leah was still working on the spreadsheet.

- Av-Gas Card Reader
 - The account changeover is in process with the Bank of Buffalo. It was decided that all board members should be signers on the account.

Bacon moved, second by Culliton to have board members, Gerald Fink, Jim Purdy, Jim Martin, Clint Culliton and Mike Bacon be signers on the account. Motion carried.

- New Card Reader status
 - The new reader needs to be ordered.Additionally the current phone line used for the old card will be removed. The new card reader uses an internet connection.

Martin moved, second by Culliton to authorize Airport Manager McWhorter to proceed with ordering the card reader/internet set up and managing the changes for both. Motion carried.

- Parking Lot Plans
 - We have an estimate (received last summer when project was being considered) of \$220,000 for this project. Leah confirmed we have \$185,000 carryover dollars from the SRE that can be

used. Additionally we will have \$150,000 entitlement money. Engineering for design and construction usually runs approximately 20% of total project cost. Our next move is to select an Engineering firm for this project.

Martin moved, second by Bacon to initiate the process of selecting an Engineering/Consulting firm for this project and the future. Additionally the board is desirous to terminate DOWL's agreement. Motion carried.

New Business

- Planning Consultant/Engineering selection
 - Board agreed to move forward with advertising and selecting a "go forward" engineering firm. Details of proposed agreement still being work out, Jim Martin taking the lead with this effort.
- Board agreed to use Aviation Planning Group on a "as needed basis" for WACIP, DBE and other airport planning updates.
- Airport Logo Decals for SRE equipment
 - FAA requires a logo with the airports full name. Mgr. McWhorter will follow-up with procuring and installing the logos.
- Budget 2021-2022 fiscal year.
 - The board agreed on a budget request of \$72,150.
 - Internet connection for Av. Gas Card Reader to be billed to county.
 - Johnson Co. Airport phone line to be billed to county.

Culliton moved, second by Bacon to submit \$72,150 as our final budget. Motion carried.

Airport Report:

- Mgr. McWhorter introduced Joe Feiler Recreation Aviation Foundation (The RAF org). RAF is a national volunteer organization looking to create "back country" airstrips. They're contacting/visiting airports across the country with the goal to work in partnership to create space of overnight aviation travelers. The RAF will assist (layout, labor and financial if needed) in creating the overnight spaces. Discussions to continue.

Operations:

- Rotary - 14
 - Fixed Wing - 180
 - Jets - 18
- Fuel Sales (gallons)
- Self-Serve – 2,488
 - SST Transactions - 0
 - Jet A - 2,912

With no further business to come before the board a motion was made by Culliton, second by Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 10:54 am.

Next regular meeting will be May 17, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
May 17, 2021

The regular meeting of the Johnson County Airport Board was called to order by Co-Chairman Jim Purdy at 8:30 a.m. Present were Jim Martin, Clint Culliton and Mike Bacon. Also present was Bruce McWhorter Airport Manager, Leah Whitfield (via phone), Justin Heid Aviation Planning Group, Mike Beckhoff Armstrong Consultants, Tim Wick and Jarad Koltiska Morrison Maierle and Joe Feiler Recreation Aviation Foundation.

Martin moved, second by Culliton to approve the minutes of the April 19, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

- | | |
|---|------------|
| • Johnson County Aviation Mgt. | \$2,600.00 |
| • Aviation Planning Group
(Cost for following up with DOWL/FAA to get RFR's completed and submitted) | \$950.00 |
| • Stanley Sanitation | \$150.00 |
| • Johnson County Aviation – reimbursement
(Imagine That – FAA required decals to place on SRE equipment) | \$475.00 |
| • Johnson County Aviation – reimbursement
(printer paper for Avgas printer) | \$47.16 |

Martin moved, second by Culliton to pay invoices. Motion carried.

Old Business:

- DOWL
 - See attached copies of the SRE, Seal Coat and Slope Repair project invoices and RFR summary updates from Aviation Planning Group.
- Av-Gas Card Reader
 - Updated Card Reader status
 - The updated quote from Eaton for the Fuelmaster system is \$19,250. Bruce hasn't received the final quote from QTpod. QTpod will give us \$2500 trade-in for our current system, this should net us a lower cost.
(Note: Bruce did receive an updated installed quote after our meeting - \$16,540.000)
 - After much discussion the board agree we should converse with Chairman Fink to confirm the current budget has the funds to support this cost.

Martin moved, second by Culliton to approve an email/voice vote (after the board receives a firm quote from QTpod and we confirm the funding status) on moving forward with the purchase and installation of this equipment. Motion carried.

- Parking Lot Plans
 - On hold until consultant is selected.

New Business

- Joe Feiler Recreation Aviation Foundation
 - Joe returned to share additional information with the board on what a "phase 1" approach would consist of if we chose moved forward.
 - The Aviation Planning Group was still in attendance at our meeting and they shared we might have an issue with the FAA as we are classified as "section 4F" (which allows us to qualify for FAA funding). If we create this "fly-in camping" environment it could change our status. They

agreed to follow up on this. Additionally they suggested RAF also do some additional investigation to determine how other airports were successful in working with the FAA.

Airport Report:

- Manager McWhorter said he needs to order 50-100 additional "gate cards".

Operations:

- Rotary - 24
- Fixed Wing - 150
- Jets - 12

Fuel Sales (gallons)

- Self-Serve – 1,587
- SST Transactions - 47
- Jet A - 1,633

With no further business to come before the board a motion was made by Culliton, second by Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 9:38 am.

Next regular meeting will be June 21, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
June 21, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Jim Purdy and Mike Bacon. Also present was Bruce McWhorter Airport Manager, Leah Whitfield and Shawn Christenson Aviation Planning Group, Tim Wick and Jarad Koltiska Morrison Maierle and Joe Hall KL&A Engineers and Builders.

Purdy moved, second by Martin to approve the minutes of the May 17, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

• Johnson County Aviation Mgt.	\$2,600.00
• Aviation Planning Group (Reimburse for security gate cards)	238.02
• Johnson Co Weed & Pest – weed spraying	450.14
• QT Pod – new credit card communication system	13,040.00
• Marketing Specialist – QTPod installation	3,500.00
• DOWL – SRE Inspection & Administration	2,743.00
• DOWL – Seal Coat Invoice – dollar amount “revised”	920.82
• DOWL – Slope Repair/T Cup turn around – final	11,960.27

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

Old Business:

- DOWL
 - Status of reimbursements – now up to date
- Av-Gas Credit Card Reader
 - Equipment has been ordered – should arrive later this week. Installation schedule hasn't been confirmed at this time.
- Parking Lot Plans
 - Remains on hold until consultant is selected.
- Consultant Selection – At 8:55 Martin moved, second by Purdy to move into Executive Session to discuss. Motion carried.
 - At 9:10 Chairman Fink reconvened the JCA board.

Martin moved, Purdy second to submit SOQE to the FAA and WYDOT for the approval to advertise for an Airport Engineering Firm. Motion carried.

New Business

- Nothing to report

Airport Report:

- Manager McWhorter said the airport has been very active with the Fire Fighting Helicopters flying in and out.

Operations:

- Rotary - 148
- Fixed Wing - 324
- Jets - 48

Fuel Sales (gallons)

- Self-Serve – 3,052
- SST Transactions - 93
- Jet A - 6,666

With no further business to come before the board a motion was made by Bacon, second by Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 9:40 am.

Next regular meeting will be July 19, 2021

Respectively submitted,

Mike Bacon, Secretary

Johnson County Airport Board
Minutes
July 19, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Clint Culliton and Jim Purdy. Also present was Bruce McWhorter Airport Manager, Leah Whitfield (via phone), Sean Christensen, Aviation Planning Group, Tim Wick, Morrison Maierle and Mark Hines and Ken Nichols (via phone) ,DOWL. The Board meeting was recorded by Airport Manager Bruce McWhorter.

Jim Purdy moved, second by Jim Martin to approve the minutes of June 21, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

- | | |
|---|------------|
| • Johnson County Aviation Mgt. | \$2,600.00 |
| • Stanley Sanitation (now billed monthly rather than quarterly) | \$50.00 |

Jim Martin moved, second by Clint Culliton to pay invoices. Motion carried.

Old Business:

- DOWL
 - Mark Hines discussed the discrepancies in the invoicing and lack of responsiveness on DOWL's part in getting the construction projects closed out with WYDOT and the FAA. Board members were provided copies of the SRE, Seal Coat and Slope Repair project invoices and RFR summary updates provide by DOWL. There was lengthy discussion as to the issues with the close out of the projects and the process which consultants used to accomplish the same.
 - Mark Hines contacted Ken Nichols via telephone to get his assistance with a resolution to the issues at hand. Ken Nichols indicated that by end of business this date, he would provide a detailed project accounting in balance sheet format to explain the billings and discrepancies with the Supplemental Agreement No. 1. Again lengthy discussion ensued concerning the timeliness of the agreement.
 - Ken Nichols indicated that the check in the amount of \$12,207.50 that DOWL sent to the County as a result of engineering errors in calculation of aggregate quantities on the AIP Project No. 3-56-0003-020-2020 (Slide Repair/Turn Around) was indeed owed to the County on the project. The final payment to the County from the FAA will be reduced by this amount Since DOWL sent the check with Johnson County as the payee. This check is submitted to cover the disallowed cost resulting from DOWL's errors.
 - Ken Nichols indicated that he, at the Board's request, would send a detailed explanation of all RFRs and cost associated with the projects this date.
- Aviation Planning Group
 - Leah Whitfield discussed the close out of the outstanding projects and indicated that the consultant was owed money on two outstanding invoices. Gerald Fink indicated the Board was holding the outstanding invoices to DOWL in the amount of \$1,143.00 AND \$1,600.00 totaling \$2,743.00. Discussion ensued and the Board determined that these bills were previously authorized to be paid at such time as DOWL had satisfactorily completed the project closeout. As mentioned above, if DOWL provides the information as requested concerning the project closeout accounting these monies can be released.

Clint Culliton moved and Jim Martin seconded to direct Gerald Fink to execute the Supplemental Agreement No. 1 when this "explanation" was received by the Board. Motion carried.

- Av-Gas Card Reader
 - Updated Card Reader status
 - Bruce McWhorter presented an updated installed quote from fuel dispenser supplier. QTpod will give us \$2500 trade-in for our current system, this netted the Board a lower cost. The system will be installed by a third party installer and will be installed in about three/four weeks.
 - The check for the installation has been executed and will be paid from last year's budget when the system is installed
- Parking Lot Plans
 - On hold until consultant is selected.

New Business

- Leah Whitfield offered to assist the Board with updating the WACIP. Questions were brought about potential conflicts of interest if Aviation Planning Group accomplished this task since this task will probably be in the Request for Qualification from consultants in the upcoming consultant selection work scope section. Jim Martin will confer with Melissa Palka P.E. WYDOT about potential conflicts of interest.
- Gerald Fink discussed the next grant as part of the ARGP program. This grant is in the amount of \$32,000.00 and will be used to offset the cost of the airport manager's contract fees. It was noted that if the airport decides to not accept the grant sufficient justification must be provided. Consensus by the Board is to accept the grant in the amount of \$32,000.00. Motion to direct the Chairman to execute the ARGP grant was made by Jim Martin and seconded by Clint Culliton. Motion Passed.

Airport Report:

- Manager Bruce McWhorter indicated the operators of the incident crews/equipment during the recent fires questioned if the airport needed to access a flow fee on fuel they dispensed from their own trucks/sources. Discussion ensued and the board decided not to access sprayers for hoppers or crop dusters any fees. There was discussion concerning accessing the fire fighter crews a fee but no action was taken.

Operations:

- Rotary - 24
- Fixed Wing - 206
- Jets - 30

Fuel Sales (gallons)

- Self-Serve – 2,360
- SST Transactions- 66
- Jet A - 3,413

With no further business to come before the board a motion was made by Clint Culliton, second by Jim Martin to adjourn the meeting. Motion carried. Meeting was adjourned at 10:15 am.

Next regular meeting will be August 16, 2021

Respectively submitted by Jim Martin for Mike Bacon, Secretary

Johnson County Airport Board
Minutes
August 16, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Clint Culliton, Jim Purdy and Mike Bacon. Also present was Bruce McWhorter Airport Manager, Comm. Bob Perry, Leah Whitfield, Sean Christensen, Aviation Planning Group, Jarad Koltiska and Randy Bomar Morrison Maierle. The Board meeting was recorded by Airport Manager Bruce McWhorter.

Martin moved, second by Purdy to approve the minutes including the COVID Agreement of July 19, 2021 meeting as presented. Motion carried.

Bills were presented as follows:

- Johnson County Aviation Mgt. \$2,600.00
- Utility Bills sent direct to the county

Bacon moved, second by Martin to pay invoices. Motion carried.

Old Business:

- DOWL
 - Slope Repair/Turnaround Supplemental Agreement #2
 - An additional "Supplemental Agreement #2" signature is required by the FAA.

Culliton moved, second by Purdy authorizing Chairman Fink to sign the agreement. Motion carried.

- Av Gas Credit Card Reader
 - Airport Mgr. McWhorter reported the account is set up, additionally the internet should be set up this week. Hopefully installation will be completed by the end of the month.
- Consultant Selection, is in process – RFQ draft sent to FAA and WY Aeronautics
 - Responses are due August 20th.
 - After discussion, it is was agreed the board should meet to review the responses on Sept. 13th at 8:30 am. Meeting to be held in the Commissioners Conf. Room.

New Business:

- Review current WACIP
 - Leah Whitfield APG, assisted the board in reviewing the current list of projects. After discussion the board agreed the list of proposed projects will stand as listed.
- A telephone conference with WYO Aeronautics to review the WACIP is scheduled for August 18th at 3:15 pm – Clint Culliton agreed to represent the board on this call.
- Wyoming Airport Coalition annual meeting in Casper is Sept. 8-10. If any board member is interested in going, there's still time to sign up.
- Hanger Lease Rates
 - Commissioner Perry stated that the current "T" hanger rental rates haven't been adjusted in many years. The Commissioners are asking the board to consider increasing the current hanger rent fees by (3%) in 2022 and (2%) in 2023.
After a lengthy discussion, Culliton moved, second by Bacon to move forward with the proposed rental rate increases. Motion carried.

Airport Report:

- Manager McWhorter reported that the phone line for Av Gas was inoperative. The phone company has been contacted. The phone company is supposed to investigate this week.

Operations:

- Rotary - 12
- Fixed Wing -
- Jets - 22

Fuel Sales (gallons)

- Self-Serve –
 - SST Transactions-
 - Jet A -
-

With no further business to come before the board a motion was made by Martin, second by Culliton to adjourn the meeting. Motion carried. Meeting was adjourned at 9:55 am.

Next regular meeting will be September 20, 2021

Respectively submitted,
Mike Bacon, Secretary

Johnson County Airport Board
Minutes
October 18, 2021

The regular meeting of the Johnson County Airport Board was called to order by Chairman Gerald Fink at 8:30 a.m. Present were Jim Martin, Jim Purdy and Mike Bacon. Also present was Bruce McWhorter Airport Manager, Jarad Koltiska and Tim Wick Morrison Maierle. The Board meeting was recorded by Airport Manager Bruce McWhorter.

Martin moved, second by Bacon to approve the minutes. Motion carried.

Bills were presented as follows:

• Johnson County Aviation Mgt.	\$2,600.00
• Utility Bills sent direct to the county	
• Stanley Sanitation – July, August and September	\$150.00
• Ratify Casper StarTrib – Advertising	\$172.92
• Gerald Fink – reimbursement for postage DOWL letters	\$14.76
• Eaton Sales & Service - fuel tank test/repair	\$467.00
• Visionary – Internet Service (Sept and Oct)	\$208.10
• Aviation Planning Group – WACIP Preparation	\$1,412.50
• C & K Equipment – Bobcat repair	\$179.00

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

Old Business:

- Av Gas Credit Card Reader – Installation has yet to begin. The contractor has been difficult to get ahold of and as of this meeting Bruce hasn't spoken with him for some time. Bruce will continue to reach out to the contractor, additionally he will look for another qualified contractor.
- Hangar lease rate increase letters will be sent by the commissioners. As it stands now "Box Hanger" owners will receive the same increase (3% in 2022 and 2% in 2023).

New Business:

- Consultant Service Agreement (Morrison Maierle)
 - Chairman Fink and Jim Martin have been reviewing the agreement details with MM. The agreement has also been forwarded to the county attorney for review.
 - DOWL agreement expires October 31, 2021.

Airport Report:

Operations:

- Rotary - 22
- Fixed Wing - 190
- Jets - 36
- Self-Serve -1,884
- SST Transactions -61
- Jet A – 4,694

With no further business to come before the board a motion was made by Martin, second by Purdy to adjourn the meeting. Motion carried. Meeting was adjourned at 9:03 am.

Next regular meeting will be November 15, 2021.

Respectively submitted,
Mike Bacon, Secretary