Johnson County Airport Board
Meeting Minutes

October 17, 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, and Pete Schumacher; also present were Bruce McWhorter (Airport Manager), Morrison-Maierle representatives Jarad Koltiska, Tim Wick, and Edison Elder; plus County Commissioner Bob Perry. The meeting was recorded by Bruce McWhorter.

Approval of Agenda: Mike Bacon moved and Pete Schumacher seconded a motion to approve today's meeting agenda. Motion approved.

Approval of Meeting Minutes: Gerald Fink moved and Pete Schumacher seconded a motion to approve the September 19, 2022 Airport Board Meeting Minutes. Motion approved.

Correspondence: Jim Martin informed the Board that both the FAA and WY DOT had approved specifications included in the proposed Engineering Consulting Firm Statements of Qualifications and Experience (SOCE) and that the notice for solicitation of SOCE's was published in the Casper Star Tribune on October 14 with repeat publications scheduled for October 21 and 28.

Personnel: No change.

Financial:

Current Budget Status: Gerald Fink discussed the FY 2022/23 Airport Budget available as of September 30, 2022 with most budget line items at or close to 100% remaining. Concern was voiced, however, concerning the escalating cost of bulk diesel fuel which will likely exceed airport budget allocations for this item.

Bills:

*Johnson County Aviation Mgt	$2600.00	*Bruce – WY Airport Meeting, Pinedale	$803.16
*Visionary – Fuel Card Reader	$104.95	*Johnson Co. Weed and Pest (Jun) -	$573.24
*Bruce – Aircraft Chocks	$425.26	*TW Enterprise – generator service	$845.47

Construction Projects:

*None at this time---approval of RFR #3 pending

*Refund credit-C&K Eqipment $12.62

Pete Schumacher moved and Mike Bacon seconded a motion to approve payment of listed bills. Motion approved.

Old Business:

*****New Parking Lot **–** Edison Elder informed the Board that concrete will be laid this morning with asphalt to follow on Tuesday and that the new lighting system has been delivered and was awaiting installation. The contract completion deadline, however, was last Saturday, October 15 (adjusted to include approved extensions due to septic system changes), and that final completion might require another month or two.
The Board expressed concern regarding the contractor's failure to meet this completion deadline and the ensuing disruption to normal airport operations without a useable parking lot. Tim Wick explained two possible penalties that could be imposed, one by the FAA and another by requiring reimbursement to M-M for their extended project oversite. Tim also explained that through negotiations with the contractor, several steps in the construction process were completed at a lower cost than expected, which likely will reduce total cost for the entire project. Pete Schumacher moved and Mike Bacon seconded a motion to delay further penalty discussion contingent upon continued favorable construction progress. Motion approved.

*Edison reported that the Board's request to replace turf along the front fence with landscaping rock had been coordinated and approved by the contractor.

*Gerald Fink reported that the voucher system proposed at the September meeting was in place and that RFR's #1 and #2 for the New Parking Lot had been submitted to the Johnson County Clerk.

*Consulting Firm SOCE – see Correspondence section above

New Business

*Jarad Koltiska presented Parking Lot Project RFR #3, which is ready for submission. Pete Schumacher moved and Mike Bacon seconded a motion authorizing Jim Martin to approve RFR #3. Motion approved. Upon Tim's recommendation, Gerald and Jarad agreed to meet with the County Clerk to discuss possible refinements to the new voucher system.

*The Board discussed several projects warranting application for Johnson County's 1% Money. Because decisions on awarding this money are typically made at the February County Commission Meeting, it is contingent upon the Board to have all necessary documents prepared before the end of the calendar year; this will involve serious consideration of project costs and priorities. Jim Martin offered to meet with Bob Perry to discuss this process. Gerald Fink moved and Pete Schumacher seconded a motion to postpone further discussion until the November meeting. Motion approved.

*WACIP Update – Tim Wick voiced concerns regarding the Runway Rehabilitation Project scheduled for 2027 and 2028. Total cost for this project was projected to be approximately $6.8 million; but with escalating construction costs, it will likely be considerably higher. He suggested that the Airport Board, Morrison-Maierle, and the Johnson County Commission meet

to discuss action to ensure availability of county matching funds for this project. Topic tabled for future discussion.

Airport Manager Report:

*Comments/Concerns: Bulk AVGAS is currently $4.96 per gallon ($2.00 cheaper than last month), but the fuel tank level needs to drop a bit before it becomes economically wise to order a partial load. With $57,570.45 remaining in the aviation fuel account, sufficient funds are available---assuming the current trend continues.

*Operations:	Rotary -	16	*Fuel Sales: Self Serve (gal)		1221
	Fixed Wing -	120		(Transactions)	38
	Jets -	16		Jet A (gal)	5721

Action items:

*Jarad and Gerald will meet with County Clerk to discuss voucher system

*Jim and Bob Perry will meet to discuss options for County's 1% Money

Next Meeting: November 21, 2022 at 8:30

Adjournment: Meeting was adjourned at 9:45 a.m.

SIGNED

Pete Schumacher, Secretary