

Johnson County Airport Board
Meeting Minutes

September 19, 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 Gerald Fink seconded a motion to approve today's meeting agenda. Motion approved.

Approval of Meeting Minutes: Gerald Fink moved and Mike Bacon seconded a motion to approve the August 15, 2022 Airport Board Meeting Minutes. Motion approved.

Correspondence: None

Personnel: No change.

Financial:

Current Budget Status: Gerald Fink discussed the FY 2022/23 Airport Budget available as of August 31, 2022 with 13 of 19 budget items still at 100% remaining. Due to escalating inflation, however, close attention to future expenditures is necessary.

Bills:

*Johnson County Aviation Mgt	<u>\$2600.00</u>	*Gated Solutions – gate springs	<u>\$1,176.50</u>
*Visionary Broadband- Fuel card reader Sept	<u>\$104.95</u>	*Property Tax	<u>\$1,176.75</u>

Construction Projects:

*M-M Parking Lot admin (Aug)	<u>\$14,189.57</u>
*M-M Parking Lot lighting – Fire Marshal review	<u>\$438.95</u>
*LJS Concrete & Excavating -	<u>\$60,449.92</u>
-	RFR #2 TOTAL <u>\$75,072.94</u>

Note: Jim Martin was approved to sign RFR #2 once it appears in BlackCat and Gerald Fink may issue payment once reimbursements are received into account #39 at Johnson County.

Previously approved:

*Honnen Equip – loader edge	<u>\$3,413.85</u>	*Floor-D – FBO flooring	<u>\$6,634.07</u>
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Pete Schumacher moved and Mike Bacon seconded a motion to approve payment of listed bills. Motion approved.

Old Business:

*New Parking Lot – Tim Wick and Jarad Koltiska discussed progress being made on the parking lot and that completion was anticipated within 30 days. Jim Martin suggested that landscaping rock should replace the small section of turf along the front fence and Jarad agreed to coordinate this with contractor. Tim stated that M-M would initiate a voucher system to notify both the Airport Board and County Commission when construction stages are completed on current and future projects to validate Requests for Reimbursement (RFR's).

New Business

*WACIP Update – Jim Martin reported on the meeting he and Morrison-Maierle representatives attended with Wy DOT and FAA representatives in Sheridan on August 22, 2022. Jim was concerned with the FAA's plan to move grant money identified for future projects to cover over-runs on current projects, thus jeopardizing future projects. Because of this, he had been reluctant to submit the advertisement for Engineering Consulting Firm Statements of Qualifications and Experience (SOCE) as had been discussed at the previous meeting. After a lengthy discussion, however, the Board concluded that without the SOCE process, the Board could not apply for future FAA grants and that the advertisement should be submitted as previously proposed. Jim agreed to coordinate submittal immediately.

Airport Manager Report:

*Comments/Concerns: None

*Operations:	Rotary -	<u>32</u>	*Fuel Sales: Self Serve (gal)	<u>2132</u>
	Fixed Wing -	<u>270</u>	(Transactions)	<u>89</u>
	Jets -	<u>24</u>	Jet A (gal)	<u>8652</u>

Action items:

- *Jarad Koltiska will coordinate with LJS to replace fence turf with landscaping rock.
- *M-M will initiate voucher system to validate completion of construction stages.
- *Jim Martin will coordinate SOCE advertisement.

Next Meeting: 8:30 October 17, 2022

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

SIGNED

Pete Schumacher, Secretary

