

**Regular Meeting of the Northeast Wyoming Regional Airport Board
August 18, 2021**

Airport Board President Malyurek called the meeting to order at 4:00 p.m. Members present were Mr. Gerrits, Mr. Lindblom, Mr. Barnum and Mr. Schreurs.

Approve Consent Agenda:

Motion by Mr. Schreurs, second by Mr. Lindblom to approve the Consent Agenda, including the Purchase Order Summary, the July 21, 2021 Airport Board Minutes. Motion carried.

Director's Report – Todd Chatfield:

Mr. Chatfield presented the following items to the Airport Board.

Passenger Statistics:

July's total passengers were 5,365. Total passengers for the year are 24,555. We are still down 29% from 2019 but are up 3% higher from the total passenger count for 2020.

Administration Office Closure:

The airport administration office will be closed on September 9th as Shelly, Tod and Todd will be in Casper attending the WAC Fall Conference. The office will also be closed on September 6th in observance of Labor Day.

Airline Rendezvous:

The Airline Rendezvous is being held in Jackson Hole August 30 through September 1. Mr. Chatfield will be attending this and will have the opportunity to meet with SkyWest Airlines in a one on one meeting. Other airlines that fly into Wyoming will also be there.

Next Scheduled Board Meeting:

The next scheduled board meeting will be September 15, 2021 at 4 P.M. in the Fulkerson Operations Facility.

Engineers Report – Pat Stetson:

Mr. Stetson of Morrison and Maierle presented the Engineer's Report to the Airport Board.

2021 General Aviation Terminal:

The AIP-47 Grant in the amount of \$3,010,742.00 was signed on July 8, 2021. AIP-50 in the amount of \$300,000 has been routed from the FAA and is awaiting signatures. The Notice of Award was given to Van Ewing Construction, and the notice to proceed was issued on August 16, 2021.

Rehabilitate RW 16/34:

The scope of work will be reviewed and approved. Task Order #5 funding is 80% State and

20% PFC funds.

SPCC:

The SPCC is in progress. It needs updated with the Fuel Farm upgrades.

WACIP:

The WACIP has been reviewed by the airport and Morrison and Maierle. There was a pre-WACIP meeting with the State on August 16th.

Taxiway Construction – 2019:

Hoping to complete the one year walk through next week.

Hangar No. 38 Lease Expiration 9/30/2021 – Todd Chatfield:

Hangar No. 38 is currently leased by Flightline LFS for \$700 per month and the lease will expire on September 30, 2021. **Mr. Lindblom moved to approve the lease for Hangar No. 38 between Flightline LFS and the Northeast Wyoming Regional Airport as presented expiring on June 30, 2022, second by Mr. Gerrits. Motion carried.**

Flightline LFS Update –

Justin Holzer reported that fuel sales have been up with the SEAT base in operation. DIA has also experienced fuel shortages. An agreement was reached that the Operations department would put out a NOTAM whenever the fuel levels reached below 1000 gallons. The new 6k fuel truck will be arriving before the end of the month.

Adjourn

There being no further business before the Airport Board a motion for adjournment was called. **Motion by Mr. Gerrits to adjourn the meeting, second by Mr. Lindblom. Motion carried.**

Respectfully Submitted,



Owen Lindblom, Secretary/Treasurer



Luke Malyurek, President