

STATE OF WYOMING)
)
COUNTY OF HOT SPRINGS)

OFFICE OF THE BOARD OF
COUNTY COMMISSIONERS
THERMOPOLIS, WYOMING
October 20, 2015

The Hot Springs Board of County Commissioners met in regular session on Tuesday, October 20, 2015 at 4:00 p.m. in the Public Meeting Room at the Government Annex. Present were Commissioners Brad Basse, John Lumley and Tom Ryan. Also present were County Clerk Nina Webber, County Attorney Jerry Williams and Administrative Assistant to the Commissioners Penny Herdt. Chairman Basse led those present in the Pledge of Allegiance.

Approval of Agenda

John Lumley moved to approve the agenda with the following changes:

ADD: Airport Update 1.b.ii. – Approve/Sign Fuel Tank Contracts; 1.b.iii – Sign Notice to Proceed; 1.c.iii. – Sign Notice of Award for Underdrain Project; 1.c.iv. – Budget Review; 1.d. – Change to Sealcoat & Mark Project; 1.d.i. Change Order No. 2; 1.d.ii. – Paint Bleed Discussion; 1.e. – Change to SRE Building Update; 1.f. – Change to Grand Opening Update; 1.f.iv. – Popcorn Source; 1.f.v. – Golf Cart Use; 1.f.vi. – Posters; 1.g. – FBO Contract Addendum

Tom Ryan seconded the motion. Motion carried.

Airport Update

Phase V Update

Flight Check – The flight check has been scheduled by the FAA for the morning of October 29th.

Change Order No. 3 – Mr. Gilb presented Change Order No. 3 for the Phase V project. This change order addresses final grading and dirt work for the project. The change order has been reviewed and approved by the FAA and WYDOT. John Lumley moved to approve Change Order No. 3 to Phase V of the Airport Relocation Project in the amount of \$13,515.00. This brings the total of the Phase V contract to \$1,451,613.16. Tom Ryan seconded the motion. Motion carried.

State Electrical Inspection – The preliminary inspection has been successfully completed. Mr. Gilb discussed the negotiations between the State Fire Marshall and WYDOT Aeronautics regarding the Fire Marshall's authority to require plan reviews/fees for airfield lighting projects. The Commissioners asked that GDA keep an eye on this and look into the possibility of a refund for plan review fees already paid in conjunction with the airport project. Clerk Webber noted that the current hangar owners have been notified of the potential requirement for a plan review before their hangars can be placed on County property.

Final Walkthrough – The final walkthrough for the Phase V project will be held at 2:00 p.m. on Monday, October 26th with Jesse Lyman (FAA), and 3:00 p.m. on Tuesday, October 27th with Brian Olsen (WYDOT Aeronautics).

Phase V Contract Amendment – Mr. Gilb asked to amend GDA's contract for Phase V to include an Industrial Storm Water Pollution Prevention Plan and a Spill Prevention, Countermeasure and Control Plan, as these will be required by the DEQ as a result of the fueling installation. The Commissioners asked Mr. Gilb to return at a future meeting with a formal contract amendment approved by the FAA and WYDOT.

Fuel Tank Installation

Letter of Reasonableness – Tom Ryan moved to authorize the chairman's signature on the Record of Reasonableness letter to the FAA regarding GDA's fees for the Fuel Tank Installation project at the new airport. John Lumley seconded the motion. Motion carried.

Consider Contract/Notice to Proceed – Tom Ryan moved to sign the contract between Hot Springs County and Mountain West Electric for the Fuel Tank Installation in the amount of \$345,000.00. John Lumley seconded the motion. Discussion: Commissioner Basse recused himself from the vote as he is on the board of the bank providing financing for this project. Motion carried. John Lumley moved to issue the Notice to Proceed for the Fuel Tank Installation contract with Mountain West Electric, dated October 20, 2015. Tom Ryan seconded the motion. Discussion: Commissioner Basse recused himself from the voted due to the previously noted conflict of interest. Motion carried.

Underdrain Project

Letter of Reasonableness – Tom Ryan moved to authorize the chairman's signature on the Record of Reasonableness letter to the FAA regarding GDA's fees for the Under Drain project at the new airport. John Lumley seconded the motion. Motion carried.

Recommendation of Award – After review of the bids received and checking of references, GDA recommends awarding the contract for the Underdrain project to Mountain View Building, Inc. in the amount of \$103,352.20. Tom Ryan moved to award the contract for the Underdrain Project to Mountain View Building in the amount of \$103,352.20, contingent upon receiving FAA and WYDOT approval. John Lumley seconded the motion. Motion carried.

Notice of Award – Tom Ryan moved to approve the Chairman’s signature on the Notice of Award to Mountain View Building, Inc. to be issued after receipt of concurrence from the FAA and WYDOT. John Lumley seconded the motion. Motion carried.

Budget Review – Mr. Gilb reviewed the budget available for the Underdrain Project. The funds will come from money allotted to the Phase III/IV portion of the airport project. Mr. Gilb indicated that there should be a sufficient amount of funds available for this project.

Sealcoat & Marking Project

Change Order No. 2 – This change order addresses the final quantity reconciliation for this project. John Lumley moved to approve Change Order No. 2 for WYDOT Aeronautics Project #ATHP17A-Sealcoat & Mark Airside Pavements in the amount of a negative \$17.70, for a total contract price including all change orders of \$132,251.66. Tom Ryan seconded the motion. Motion carried.

Paint Bleed Issue – Mr. Gilb reported that the paint bleed issue raised by Commissioner Basse seems to actually be a matter of the material used for texture collecting wind-blown dirt. GDA will continue to monitor the situation through the warranty period.

SRE Building Update

Final Punch List Walkthrough – The final punch list walkthrough for the SRE Terminal Building will be held at 4:30 on October 21st.

Amenities – The landscaping is on schedule to be completed by November 7th. GDA is still working on the air compressor, shelving and Hotsy. The Commissioners asked Mr. Gilb to check into a camera security system for the building and fueling station in terms of costs and funding availability.

Grand Opening – Mr. Gilb reviewed the progress on planning for the Grand Opening. Owl Creek Aviation owner Nate Messenger noted that Sky Aviation has two tanker trucks available to provide fuel until the fuel tank installation is complete. The meters will have to be certified prior to use. The Commissioners asked Mr. Messenger to move forward with this plan and report back. Speakers for the event include Governor Matt Mead, former Governor Dave Freudenthal, U.S. Senator John Barrasso, FAA Denver ADO Jesse Lyman and Commission Chairman Brad Basse. Ceremony Emcee will be Ford Roes – GDA. Mr. Gilb noted that the airport call sign of HSG is now live on AIRNAV.com and the airport amenity information will be updated on December 15th. The Airport Closed NOTAM is in place at this time.

FBO Contract Addendum – Nate Messenger, dba Owl Creek Aviation, presented for the Commissioners’ review an Addendum to the FBO contract considered at the last meeting. The contract was approved subject to review by Mr. Messenger’s attorney and the addendum is the result of that review. The Addendum has been reviewed and approved by the County Attorney. Tom Ryan moved to approve the Addendum to the HSC Airport Lease & Management Agreement with the insertion of Item 2 reading *“Regarding Paragraph 17 of Article II – Reference to ‘electric’ shall apply only to the electric meter supplying the SRE/Terminal Building.”*, and renumbering of the following Addendum items 3-6. John Lumley seconded the motion. Motion carried. Mr. Messenger will provide an electronic copy of the Addendum to Staff for correction and printing for signature by all parties outside the meeting. .

Steve Shay – Title 25 Voucher Request

Police Chief Steve Shay appeared before the Commissioners to discuss a voucher he would like to submit to the County covering the cost of Title 25 supervision at the hospital. County Attorney Jerry Williams is of the opinion that the County is not statutorily liable for these costs incurred by the Town. Chief Shay will discuss with the Mayor and Town Council the possibility of seeking a ruling from the State Attorney General regarding what entity is liable for these expenses.

Community Coffee Update

Meri Ann Rush invited the Commissioners to attend the next Community Coffee gathering to be held Thursday, October 22nd beginning at 7:00 a.m. at Bighorn Federal. Currently the Community Coffee coordinators are Stephanie Gilbert and Ms. Rush.

Other Business

Commissioners Area of Responsibility – Airport – John Lumley moved to appoint Brad Basse as the Commission representative for the airport. Tom Ryan seconded the motion. Motion carried.

HRRR Guardrail Project Drawdown Request No. 1 – Clerk Webber presented Grant Drawdown Request No. 1 for the Guardrail Project for the Commissioners’ approval. John Lumley moved to approve DDR No. 1 to WYDOT – HRRR Program for Guardrail Upgrade project #CN15021 in the amount of \$3,167.15. Tom Ryan seconded the motion. Discussion: the County’s match money for this will come out of SCRF funds. Motion carried.

Correspondence

- Airport Operations Report** – September, 2015
- Wyoming Dept. of Audit** – Special District Non-Compliance Report
- Betty Soranton** – Laramie County Commission Access Issues
- Fair Board Minutes** – September, 2015

The Commissioners reviewed the foregoing correspondence items. No further action was required.

Adjourn

There being no further business to come before the board, Tom Ryan moved to adjourn. Brad Basse declared the meeting adjourned at 5:55 p.m.

ATTEST:

Brad Basse, Chairman

Nina Webber, Clerk to the Board