



Minutes of the Jackson Hole Airport Board Special Meeting

Date: September 13, 2022

BOARD PRESENT: Bob McLaurin, Ed Liebzeit, Rob Wallace, and John Eastman were present online via the WebEx platform.

OTHERS PRESENT: Jim Elwood, Michelle Anderson, Aimee Crook, Dustin Havel, Gina Van Slyke, Craig Foster, Kevin Dunnigan, Anna Valsing, Tony Cross, and Jordyn McDougall of Jackson Hole Airport; Mike Mahoney, KLJ Engineering; Dan Reimer, DSR LLC; Sally Painter of the public. Other individuals who are not individually documented watched the meeting on a live stream through the WebEx platform.

- I. **CALL TO ORDER:** McLaurin called the Jackson Hole Airport Board meeting to order at 9:01 am on Tuesday, September 13, 2022.

II. ACTION ITEMS

- A. **FAA Grant 3-56-0014-072-2022:** Elwood stated this grant, which is part of the Bipartisan Infrastructure Law, will go towards supporting the construction of the restaurant and gate area that is currently in progress. Liebzeit moved adoption of Resolution 2022-04, in the form presented, accepting FAA Grant Agreement 3-56-0014-072-2022, for the Bipartisan Infrastructure Law grant to be used towards the terminal projects, in the amount of \$8,000,000. Eastman seconded the motion. The motion passed unanimously.
- B. **Knife River Change Order – Airfield Lighting Control System:** Havel explained the lighting controller was budgeted to be replaced this year. He shared during the process it was discovered that because of the age, the entire system would need to be replaced. Eastman moved approval of Non-Federal Change Order 10 with Knife River Corporation Mountain West for replacement of the airfield lighting control and monitoring system in the amount of \$137,425.61. Liebzeit seconded the motion. The motion passed unanimously.
- C. **Procurement Policy Amendment:** Valsing shared the proposed language addition to the policy allowing the Board president to waive a formal procurement process method in certain circumstances. She stated this language does not change the approval process with the Board, only the procurement method. She stated the policy amendment had been reviewed by the Board's legal counsel. Liebzeit moved approval of the amendment to the Procurement Policy, for the addition of Section 2.2.6, in the form presented. Wallace seconded the motion. The motion passed unanimously.
- D. **AvFuel Agreement:** Valsing explained there was an RFP for aviation fuels and staff recommends AvFuel for a five-year term starting May 1, 2023. Eastman moved approval of the agreement with AvFuel for the provision of aviation fuel products and

FBO support services, in the form presented. Liebzeit seconded the motion. The motion passed unanimously.

- III. **ADJOURN:** Liebzeit moved adjournment. Eastman seconded the motion. The motion passed unanimously.

DocuSigned by:

Bob McLaurin

F0659A299BDD439...

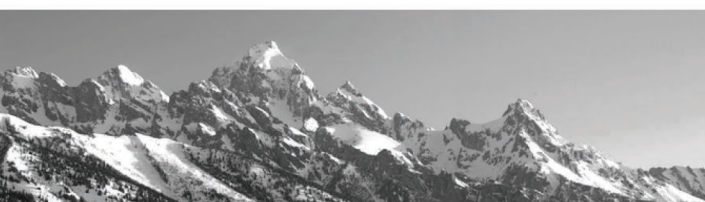
Bob McLaurin, President

DocuSigned by:

George Robert Wallace

13637047AE36468...

Rob Wallace, Secretary



JACKSON HOLE AIRPORT

P.O. Box 159 • Jackson, WY 83001 • 307.733.7695 • Fax: 307.733.9270

James P. Elwood, AAE, Executive Director