

WAYNESVILLE-ST ROBERT JOINT AIRPORT
BOARD MEETING
MINUTES
January 25, 2022
3:00pm

Attendance:

Board: Chairman Lauritson, Randy Becht, John Doyle, Bill Taylor, Anita Ivey, Douglas Spitalny, John Moore

Staff: Miriam Jones, Douglas Potts

Guests: Erin Younkin, Robert Crain, Ryan Lorton, Carola Prewitt, Allen Moll, Dave Robinson, Renea Lazzarini, Mayor Jerry Brown, Kristia Parker, Carola Prewett, Walter Mattil, Dorsey Newcomb, Ralph Parker

Media: Darrell Maurina

1. **Call to Order:** Chairman Lauritson called the meeting to order at 3:00pm
2. **Approval of Minutes:** Randy Becht made a motion to approve the meeting minutes from November 23, 2021. Motion was seconded by John Doyle. The motion passed.
3. **Reports by Staff**
 - a. **Administration:**
 - i. **Budget-** The current budget was provided to the Board which reflects 8% of the year. Mr. Doyle stated that the Airport budget is showing a profit of \$832.00 due to fuel sales.
 - ii. **Airport Operations Manager-** Mr. Doyle provided the update. Mike Guy was unable to attend the meeting due to the Part 139 Inspection with the FAA. Dave Robinson stated that he had met with the FAA inspector and gave him a tour and took him to look at taxiway Charlie. Mr. Doyle stated there are a total of 39 planes that have fueled at the Airport so far this month. 28 of the planes were SkyWest.
4. **New Business:**
 - i. **SkyWest Airline Update-** Carola Prewett stated that inbound traffic is looking good with family members flying in for graduations.
 - ii. **Fuel Requirements-** Fuel trailer to be delivered February 9, 2022.
 - iii. **Part 139 ACM Inspection- January 25, 2022-** FAA is doing Part 139 inspection at the airport today with Airport Manager Mike Guy.
 - iv. **Burns & McDonnell Engineering Update- NEPA Re-Evaluation & Terminal Area Master Plan-** Mr. Doyle discussed the recent confusion on placement of the terminal area and provided meeting minutes from the Terminal Area Master Plan Update Meeting from January 7, 2021. Meeting Attendees included both cities, Burns & McDonnell Engineers, Garrison Commander Colonel Jeff Paine, Deputy Garrison Commander Walter Mattil and Dorsey Newcomb. Mr. Doyle directed the board to Page 3 item 7 which listed all the topics that were discussed at the meeting to include the design, locations and Environmental Assessment. Comments by Dorsey Newcomb were provided in the meeting minutes, he requested the military provide environmental documentation for the new terminal location. He also requested future coordination efforts between the engineers and the military regarding the master planning that is underway. Mr. Doyle also provided the meeting minutes from a meeting held on February 22, 2021. Mr. Doyle directed the board to item #4 which discussed the timeline for the next phase of the Terminal Area Master Plan project and a layout of the lease area was provided. Ryan Lorton discussed an email that he recently sent out to the Cities in reference to the different placement options for the terminal. Alternative B Exclusive Use Lease Area 1 is adjacent to Iowa Avenue which was determined to be the Preferred Alternative during the development of the Terminal Area Master Plan. Alternative C Exclusive Use Lease Area 2 is opposite side of Taxiway A from existing terminal. The difference in price is 2M to go from

location B to C. The 2M cost difference is due to additional infrastructure that would be required, grading of an access road, utilities and an environmental assessment. A NEPA re-evaluation is allowed on Alternative B location because of the previous Environmental Assessment. Alternative C location would not apply; not part of original Environmental Assessment. Chairman Lauritson would like to schedule a meeting with Fort Leonard Wood contacts to discuss location and make a decision in order to move forward.

- v. **SOP Marketing Report-** Erin Younkin provided the SOP marketing report. Mrs. Younkin stated that our optimization score is 69.6% which is a setback. This is due to not being able to advertise SkyWest flights. On January 13, Erin was contacted by SkyWest to stop marketing flights due to so many flights being cancelled because of COVID related issues. Mrs. Younkin stated that to help us regain some ground, we'll be using Google MyBusiness posts once SkyWest allows us to return to advertising flights.

5. **Other Business-** Randy Becht stated that he had someone reach out to him that had looked up 'nearest airport' from Candle Wood Suites on TripAdvisor and it did not list the Waynesville Saint Robert Airport. It showed Springfield as being the nearest. Mr. Becht wants to make sure people know we are here and would like to get this fixed. Erin Younkin stated that she would look into it and see what could be done. Anita Ivey asked if new rack cards were available. Erin Younkin said yes and would provide them. Carola Prewitt stated that she would get the flight numbers for SkyWest and provide at next meeting. Dave Robinson discussed the SkyWest flight that circled TBN and returned to Chicago without landing at our airport. This was due to the ILS on runway being out of service. Mr. Robinson stated that new parts have been ordered. Some how the first order got cancelled but he has reordered them and hopefully this will get fixed soon. Doug Spitalny asked if SkyWest secured a mechanic. Carola Prewett said yes, they have a mechanic working on smaller items; can only work Monday through Friday and no evenings. Mr. Spitalny stated if SkyWest needs additional mechanics, they could look into hiring mechanics out of Lake Aviation in Camdenton. Mr. Spitalny also stated that Nick Lutzke at the FBO got his Flight instructor license and is in the process of taking on students in Lebanon. There are also two other guys in the same process. Mr. Spitalny stated that it looks like we are headed in the right direction of getting an active flight program going at the Waynesville Saint Robert Airport which would be good for fuel sales.

With no further business, Chairman George Lauritson adjourned the meeting at 3:34pm.

Next meeting: Tuesday, February 22, 2022 at 3pm at Saint Robert City Hall.