

WAYNESVILLE-ST ROBERT JOINT AIRPORT
BOARD MEETING
MINUTES
February 28, 2023
3:00pm

Attendance:

Board: Chairman George Lauritson, Vice-Chairman John Doyle, Anita Ivey, Clarence Liberty, John Moore

Staff: Michele Brown

Guests: Dave Robinson, Alan Moll, Major Hedgepath, Mayor Pro Tem Wilson, Cyndee Irvine, Carola Prewett, Ryan Lorton, Erin Younkin, Renee Lazzarini, Bob Crane, Ralph Parker, Krista Parker, Amelia Trout, Don Payne, Dorsey Newcomb, Kevin Downey,

Media: Darrell Maurina

1. **Call to Order:** Vice-Chairman Doyle called the meeting to order at 3:06pm
2. **Approval of Minutes:** Clarence Liberty made a motion to approve the meeting minutes from November 22, 2022. Motion was seconded by John Moore. The motion passed.
3. **Reports by Staff**
 - a. **Administration:**
 - i. **Budget-** The budget was provided to the Board. Mr. Doyle stated the budget was at roughly 16% for the year with revenues at 6% and expenses at 4%.
 - b. **Airport Operations Manager-** Mike Guy was not in attendance. Mr. Doyle stated that the fuel sales were on track.
4. **New Business:**
 - i. **Contour Airlines Update-** Carola Prewett stated load is up and things are going well.
 - ii. **Burns & McDonnell Engineering Update**
 - a. **NEPA Re-Evaluation and Environmental Baseline Survey-** Should receive an update regarding the EBS sometime this week.
 - b. **TBN Pavement Maintenance –** Bob Crane stated they had spoke with MODOT concerning the plan to to complete pavement maintenance. Mr. Crane stated it was important for us to get the grant paperwork filed to lock in the funds for improvements. NPE funds have time limit and we will need to be issued a new project number due to the inclusion of the FBO parking lot.
 - iii. **SOP Marketing Report-** Erin Younkin provided the marketing report. The City of Waynesville is in the process of updating the Airport's website. Because of this, Google Ads and other social media campaigns that promote the website will be paused until the new site is ready. Mr. Doyle stated that a marketing contract between the airport and SOP was ready for approval and will go to Council in March.

There was a need for a closed session. Clarence Liberty made a motion to go into closed session. John Moore seconded the motion. Board entered closed session at 3:27pm. Board returned to open session at 3:37 p.m.

With no further business, Vice Chairman Doyle adjourned the meeting at 3:38 p.m. Next meeting: Tuesday, March 28, 2023 at 3pm at Saint Robert Municipal Center.