



Mark Gordon
Governor

WYOMING Aeronautics Commission

DEPARTMENT OF TRANSPORTATION

Sigsbee Duck, Chairman

(307) 777-4015



K. Luke Reiner
Director

MEETING MINUTES

I. CALL TO ORDER

A meeting of the Wyoming Department of Transportation (WYDOT) Aeronautics Commission was held at the Sublette County School District #1 Administration Building in Pinedale on September 23, 2022. Chairman Sigsbee Duck presided, calling the meeting to order at 10:25 a.m.

II. PLEDGE OF ALLEGIANCE

Chairman Duck led the attendees in the Pledge of Allegiance.

III. ROLL CALL

The following commission members were present, constituting a quorum.

Jerry Blann, Commissioner, District 2

Randy Harrop, District At-large

Bruce McCormack, Vice Chairman, District 4

Luke Reiner, WYDOT Director, Ex-Officio

Steve Maier, Commissioner, District 5

Commissioners Bill DeVore and Anja Bendel were absent.

The following WYDOT staff and guests were present and participated in the business meeting.

Brian Olsen, Aeronautics Administrator

Mike Kahler, Senior Assistant Attorney General

Cheryl Bean, Planning & Programming Manager

MacKenzie Sewell, Assistant Attorney General

Phillip Hearn, Engineering & Construction
Manager

Kimberly Chapman, Commission Secretary

Sheri Taylor, Unmanned Aircraft Systems (UAS)
Manager

Susan Elliott assisted with virtual meeting management.

IV. AGENDA ADJUSTMENTS

Ms. Chapman informed the commission that Mr. Brubaker's Wyoming Airports Coalition update would occur during the chairman's update.

V. APPROVAL OF MINUTES

It was moved by Commissioner Harrop, seconded by Commissioner Blann, and unanimously carried to approve the minutes from the August 16, 2022, and the September 8, 2022, business meetings.

VI. UPDATES/DISCUSSIONS

A. CHAIRMAN'S UPDATE

Chairman Duck invited Devon Brubaker, secretary for the Wyoming Airports Coalition, to give an update on Coalition activities. Since most of the commissioners attended the Coalition's membership meeting and heard about several of its current initiatives, Mr. Brubaker reported on a few other matters. The Coalition is working with Senator Lummis' office to provide topics and

questions for her to use during the confirmation hearings for Phil Washington, the chief executive officer of the Denver International Airport and President Biden's nominee for the Federal Aviation Administration (FAA) administrator. Mr. Brubaker also shared that the Coalition is building relationships with Wyoming legislators to create an aviation caucus.

Chairman Duck thanked the town of Pinedale, Sublette County, and the planning committee for hosting a great conference. He also recognized Mike Kahler, WYDOT's lead attorney from the Attorney General's office, and welcomed MacKenzie Sewell, new assistant attorney for WYDOT.

B. DIRECTOR'S UPDATE

Director Reiner provided the director's update.

Beartooth Highway Ravine Bridge Ribbon Cutting

Director Reiner attended a ribbon cutting for the new bridge on the Beartooth Highway on September 22, 2022. This \$25 million project was a collaboration between WYDOT, Yellowstone National Park, and other entities.

While in the area, the director also toured northern Yellowstone with Superintendent Cam Sholly to view progress on roadway repairs to damage caused by the flooding last spring. The director shared that Oftedal Construction, which is a Wyoming company, is doing phenomenal work on the repairs, and he is confident Oftedal will complete their work by the October 15th deadline.

Federal Budget

Director Reiner reported that although this is typically the time when a federal budget is released, the assumption is that Congress will not be able to agree on a budget in the required time, so a continuing resolution will be needed.

Vehicle Bids

Earlier this year, WYDOT let a bid for 16 three-quarter-ton pickup trucks. Two weeks ago, the company that won the bid informed the department that they could only provide one truck due to manufacturing shortages. WYDOT contacted the second and third companies on the original bid list and neither company could fulfill the bid. The fourth company on the list was able to provide 15 trucks.

Director Reiner feels that the supply chain crisis will continue to affect WYDOT's ability to procure needed equipment

Snow Plan

Despite staffing shortages, WYDOT has a plan in place to ensure—to the best of the department's ability—that roads are plowed and remain open this winter.

Crosswalks

Following recent high-profile collisions of vehicles and pedestrians in both Lander and Cheyenne, the Joint Judiciary Committee invited WYDOT to testify on crosswalks and pedestrian safety.

The discussion centered on Wyoming's approach to both issues. Director Reiner promised to update the commission concerning any new developments on the issue.

Infrastructure Investment and Jobs Act (IIJA)

A new grant opportunity was announced this week. The Strengthening Mobility and Revolutionizing Transportation (SMART) Program funds projects focused on improving transportation safety and efficiency through advanced smart technologies. The director will work with the Governor's office to pursue this grant opportunity.

C. ADMINISTRATOR'S UPDATE

Administrator Olsen presented the administrator's update.

Federal and National Updates

Per- and Polyfluoroalkyl Substances (PFAS)

On August 26, 2022, the Environmental Protection Agency (EPA) designated two PFAS chemicals as hazardous. The designation could trigger lawsuits for cleanup measures, which is a concern for airports as PFAS was used in firefighting foam. As a next step, the EPA will publish a proposed rule, for which there will be a 60-day comment period.

Sustainable Aviation Fuels (SAF)

On September 1, 2022, the FAA approved a supplemental type certificate for unleaded fuels.

State Updates

Legislative Committees

The Joint Transportation, Highways and Military Affairs Committee (JTC) met August 23 and 24, 2022, to consider a variety of issues including the airport governance and funding bill.

The Select Air Transportation Committee met on September 1, 2022, in Jackson during Airline Rendezvous. The committee and WYDOT had really great engagement with both United and SkyWest Airlines.

WYDOT Budget

The Transportation Commission approved WYDOT's operating budget for fiscal year (FY) 2023 at their meeting on September 15, 2022. The Aeronautics budget remains consistent with previous years.

Division News

Several division employees attended the National Association of State Aviation Officials (NASAO) annual conference in Greenville, South Carolina last week. The conference provided the division attendees with a great opportunity to engage with colleagues from other states and share best practices and innovations. Those who attended returned with some ideas to implement in Wyoming.

In his capacity as chair of NASAO's Legislative Affairs Committee, Administrator Olsen will attend the American Association of State Highway and Transportation Officials (AASHTO)

annual meeting in Orlando, Florida next month to present NASAO's FAA Reauthorization platform. Typically, AASHTO adopts this as the aviation portion of their legislative platform.

D. AIR SERVICE DEVELOPMENT PROGRAM UPDATE

Ms. Johnson was unable to attend the meeting, so Administrator Olsen presented the Air Service Development Program update.

General Matters

BlackCat Aviation Data Management System Module

Administrator Olsen shared that Ms. Johnson will focus on completing the air service module in BlackCat this fall. She will also devote significant time to statewide marketing efforts.

Second Daily Flight to Casper

SkyWest Airlines contacted Glenn Januska, director of the Natrona County International Airport, last week to alert him of the possibility of getting a second daily flight from Casper to Salt Lake City through Delta Airlines. This service is under a commission-supported minimum revenue guarantee (MRG). Administrator Olsen does not anticipate that this will change the amount of the MRG; it is an addition of service under the same MRG.

General Industry News

Transportation Security Administration (TSA) throughput for the week surrounding the Labor Day holiday was higher than pre-pandemic levels. Bookings are slowing down from the peak summer season, but bookings for November are looking strong. Overall, business traffic has not recovered as well as the airlines had hoped, but it is continuing to return.

The pilot shortage continues to be a major issue for the airline industry. Regional airlines have been very vocal about how the shortage will impact their ability to maintain service to smaller communities. It will remain a significant issue for the next several years.

Commissioner Blann congratulated Administrator Olsen and Ms. Johnson on their successful completion of the air service annual report. He conveyed his desire to see a comprehensive cost-per-passenger summary as an exhibit for future reports.

Standard Reports

Air Service Enhancement Program (ASEP) Budget Forecast Report

Mr. Olsen reported no changes to the ASEP Budget Forecast Report.

Capacity Purchase Agreement (CPA) Budget Forecast Report

Mr. Olsen reported that the CPA Budget Forecast Report has been updated to reflect the state share of each market through August 2022.

Percent of Grant Projects by City Report

Mr. Olsen reported no changes to the Percent of Grant Projects by City Report.

E. ENGINEERING AND CONSTRUCTION PROGRAM UPDATE

Mr. Hearn presented the Engineering and Construction Program update.

General Matters

General Projects Overview

Mr. Hearn reported that despite several challenges this season, most projects have been successfully completed, or are nearing completion (there are less than 15 active projects statewide). A few other projects will be substantially completed by the end of the season but will need more work next summer.

Standard Reports

Change Orders Report

Mr. Hearn reported one new change order.

Statewide Line Items Report

Mr. Hearn reported four new line items.

Bid Summary Report

Mr. Hearn reported that there were no new bid results.

F. PLANNING AND PROGRAMMING PROGRAM REPORT

Ms. Bean presented the Planning and Programming Program update.

General Matters

Status of FY2022 Close-out

Ms. Bean reported that division staff have been working with the FAA and airport sponsors to complete all of the FY2022 federal and state grants. The grants need to be fully executed to ensure funds are fully encumbered by September 21st. As September 30th is the end of the biennium, no funds could be rolled over to next year's budget.

With the commission's approval of the Wyoming Aviation Capital Improvement Program (WACIP) budgets at the September 8th meeting, Ms. Bean and her team were able to fund several projects. The remaining balance was \$1,000, so through an administrative approval from Administrator Olsen, the remaining funds were allocated to the Natrona County International Airport for their parking lot project. This will appear in the October Administrative Approvals Report. The final FY2022 WACIP report will also be presented at that time.

G. UNMANNED AIRCRAFT SYSTEMS PROGRAM UPDATE

Ms. Taylor presented the UAS Program update.

General Matters

Consultant Update

Ms. Taylor reported that Hovcon was retained as the UAS program's consultant for another year, and the scope of work was changed to allow the company to advise WYDOT on regulatory matters. Hovcon will assist WYDOT with applying for a Certificate of Authorization from the FAA, which will allow WYDOT to operate UASs for projects and missions outside of the Part 107 license, a commercial drone pilot's license. It would also give the department the ability to train and certify its own pilots.

Once the certificate is obtained, the next step is to apply for a Tactical Beyond Visual Line-of-Sight (TBVLOS) waiver. Both the certificate and the waiver would be especially beneficial to the Wyoming Highway Patrol (WHP), by granting greater flexibility in conducting investigations and search-and-rescue operations.

Ms. Taylor also shared that a demonstration is planned for the commission's December meeting.

Following a question from Commissioner Blann, Ms. Taylor shared that currently 22 WYDOT employees have obtained a Part 107 license, and she estimates another six to 12 employees will obtain their certification over the next six months.

VII. PRESENTATIONS

A. RALPH WENZ FIELD (PINEDALE) AIRPORT UPDATE

Wes Werbelow, project manager with T-O Engineers, and Abram Pearce, director of public works for the town of Pinedale, updated the commission on current projects and future plans. The airport has recently expanded its east apron and rehabilitated runway 11/29. In the future, they hope to acquire new snow removal equipment and rehabilitate the taxiway.

B. BIG HORN COUNTY AIRPORTS UPDATE

Carson Rowley, project manager with T-O Engineers, and Curtis Abraham, Big Horn County Airport Board chairman, updated the commission on several current projects including a REILS replacement project, the construction of a pilot's lounge, and the kick-off of the Master Plan planning process. Future projects include runway rehabilitations at both airports and fuel tank relocations at Greybull.

C. SHIVELY FIELD (SARATOGA) AIRPORT UPDATE

Jesse Fabula, client manager with Armstrong; Mike Beckhoff, engineer with Armstrong; and Saratoga Councilwoman D'Ron Campbell provided a general update on activities at Shively Field. The presenters provided statistics on population and town growth, increased air traffic and landing fees, and estimated costs of future projects.

D. CASPER-NATRONA COUNTY INTERNATIONAL AIRPORT UPDATE

Glenn Januska, director of the Natrona County International Airport, shared results from the Wyoming Regional ARFF Training Center's operations including numbers of in-state and out-of-state training attendees to the 40-hour class, the plus package training, and the live truck burns. Approximately 20 more people attended in 2022 than in 2021. He also provided an update on the Casper Air Traffic Control Tower Reconstruction Plan.

E. LARAMIE REGIONAL AIRPORT UPDATE

Amy Terrell, director of the Laramie Regional Airport, thanked the commission for their continued support and introduced new airport staff members Elijah Scott, deputy operations manager; Travis Fasnacht, airfield maintenance supervisor; and Tami Wick, accounting manager.

VIII. EXECUTIVE SESSION

There was no need for an executive session.

IX. ANNOUNCEMENTS/REMINDERS

Commission Activities

Ms. Chapman announced that the commission's next business meeting will be held October 18, 2022, via videoconference.

Ms. Chapman reported on the final fly-ins this fall. Kemmerer and Pinedale will both host fly-ins on September 24.

X. ADJOURNMENT

It was moved by Commissioner Blann to adjourn. Chairman Duck adjourned the meeting at 12:14 p.m. on September 23, 2022.