

WAYNESVILLE-ST ROBERT JOINT AIRPORT  
BOARD MEETING  
MINUTES  
August 24, 2021  
3:00pm

**Attendance:**

**Board:** Chairman Lauritson, Randy Becht, John Doyle, Anita Ivey, Doug Spitalny

**Staff:** Miriam Jones, Mike Guy

**Guests:** Erin Younkin, Robert Crain, Dave Hadel, Carola Prewitt, Matt Chaifetz, Allen Moll, Don Payne, Dave Robinson, Darlene Battle, Walter Matill, Mark Parker, Renea Lazzarini

**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 June 22, 2021. Motion was seconded by John Doyle. The motion passed.
3. **Comments by Guests:** No comments
4. **Reports by Staff**
  - a. **Administration:**
    - i. **Budget:** Mr. Doyle provided the board with the budget. The budget reflects 69% revenue and 67% expenses. Randy Becht made a motion to approve the budget. John Doyle seconded. Budget approved.
    - b. **Airport Operations Manager:** Mike Guy stated that fuel sales have dropped during August due to no charter flights and an increase in fuel prices.
5. **New Business:**
  - i. **Contour Airline Update-** Matt Chaifetz stated that this has been the best month for Contour with a count of 1,464 passengers. Mayor Lauritson asked if Contour would be willing to extend from October 1 through October 11 since SkyWest can not start flights until October 12. Mr. Chaifetz stated that if DOT would allow them to fly, they are willing to continue until SkyWest starts up.
  - ii. **EAS Provider Transition**
    - a. **DOT Order- Selecting Air Carrier-** Mr. Doyle provided the DOT order for the approval of SkyWest Airlines to provide Essential Air Service at Fort Leonard Wood, Missouri, for a three-year term from October 1, 2021, through September 30, 2024.
    - b. **TBN Ground Support Equipment Needs-** Mr. Doyle stated that personnel from cities, airport and FLW have been working closely with SkyWest to get questions answered and give the support that is needed to provide a smooth transition. Lav Services and Water services have been addressed. Fuel supply and power Requirements are being addressed. Internet and communication casings are complete. The FFDO (Federal Flight Deck Officer) Program which allows for Pilots to conceal carry is being addressed by SOP and very near being where we want to be.
    - c. **Time Schedules-** Mr. Doyle stated that there have been many meetings to discuss the time schedules in order to provide better flight times. Darlene Battle has been in communication with SkyWest in order to get this moving in the right direction. SkyWest has proposed an interim schedule which will be in place until the permanent schedule can take place.
    - d. **Fuel Sales Agreement-** Mr. Doyle discussed doing a fuel sales agreement with the air carrier. SkyWest has ground equipment that needs to be fueled as well as the plane. Fueling the plane will be based off plane staying overnight.
  - iii. **Burns & McDonnell Engineering Update**

- a. **MAP Application-** The MAP application was not selected as the FAA considers Waynesville-St. Robert Regional Airport has graduated from the MAP to regular AIP participation.
  - b. **TAMP-** Bob Crain provided an update to the board on the Terminal Area Master Plan. Mr. Crain discussed a few different locations for the Terminal building. Mr. Crain also went over a financial feasibility analysis and provided a summary of program funding alternatives.
- iv. **SOP Marketing Report-** Erin Younkin provided the social media and website marketing report. There has been a big increase on website users. The paid marketing Google ads are trending with a positive click through rate.

Next meeting: Tuesday, September 28, 2021 at 3pm at Saint Robert City Hall.

With no further business, Chairman George Lauritson adjourned the meeting at 3:37pm.