

## Lemhi County Airport

### LEMHI COUNTY AIRPORT BOARD MINUTES

July 9, 2012

The meeting was called to order by Fred McDonald at 6:00pm. Board members in attendance: Fred McDonald, chairman, Cecil Jackson, Tony Latham, Bill Loudy, and Bob Deurloo. Also in attendance were Lenny Skungberg, Paul and Cheryl Chartrand, Dan and Joann Wolters, Steve and Nathan Dahle, Beth McDonald and Wayne Hamblin.

The old minutes from the June meeting were reviewed. Tony made a motion to approve the old minutes. This was seconded by Bill. The motion carried unanimously.

#### OLD BUSINESS:

Fuel Tanks: Lenny Skungberg reported that fuel tank inspections have all passed positive.

Audit Report: An "A-133" audit is required if federal grant moneys exceed \$500,000 in any one year. Further discussion is under new business

Financial Review from accountant Wayne Hamblin: Wayne reviewed bookkeeping procedures and his challenge to merge previous accountant's style with computer system. Wayne shared his progress creating Lemhi County Airport Financial Statements.

#### NEW BUSINESS:

Fuel Report:

There are 4997 gallons of Avgas at Pump #1. There are 6222 gallons of Avgas at Pump #2, and 1810 gallons of Jet A.

Lenny Skunberg reported that the QC report passed for July. Pump #1 swivel connector kit was rebuilt. The board discussed to purchase an extra coupler and swivel connector seal kit to have on hand.

Phillips Petroleum inspected the fuel system and it passed.

Lepco single point no bid yet. The board members decided this wasn't really needed at this time.

Tony moved to purchase fuel coupler and swivel connector seal kit, seconded by Bill. The motion carried unanimously.

Airport Cameras: Steve and Nathan Dahl presented the board with pictures of web cameras locations and that the cameras were on tripods. They also stated room for more cameras in the future. Lenny was concerned about the fuel printer being on all of the time for the cameras and would this interfere with fuel reports that are very critical for the accountant. Steve replied that it would not interfere as the web cams use very little computer resources.

The lemhicountyairport.com is up and running and is functional website but still a work in progress. The Board comments were unanimous "looks great".

Paul and Cheryl Chartrand presented a written letter responding to the rewrite of the Lemhi County Airport Rules & Regulations.

Financial Report: Wayne discussed changes to expense/revenue report, and that fuel inventory will now be included. Wayne also mentioned that County Commissioner Bob Cope is researching the need and inclusion of Lemhi County Airport as a component unit. This research has led to a possibility of future conference call involving County Auditors.

Wayne also discussed "grant accountability" through changes on the general ledger with deposits and checks listed separately.

Wayne presented a packet of more information to the board that was requested by Joann Wolters.

Wayne is adding fuel sales on the accounting software and not on a separate spread sheet.

The past years accounting records do not translate to his accounting system as the software used was different than what he uses.

Tony made a motion to adjourn, seconded by Bill. The motion passed unanimously.