



Greg Schrerus, President
Luke Malyurek, Vice President
Owen Lindblom, Secretary/Treasurer
Joel Ohman, Member
Adrian Gerrits, Member

Northeast Wyoming Regional Airport Board Agenda
4 p.m. Wednesday, August 19, 2020
Fulkerson Operations Facility
2440 Airport Road

A. Consent Agenda

Documents:

[JULY 2020.PDF](#)
[AUGUST 2020 PURCHASE ORDER SUMMARY.PDF](#)

B. Director's Report - Jay Lundell

Documents:

[DIRECTORS REPORT AUGUST 19, 2020.PDF](#)

C. Airport Signage Committee - Board Assignment

D. Flightline LFS Update - Mickey Steward

E. Adjourn

Note: The next Airport Board meeting is scheduled for Wednesday, September 16, 2020 at 4 p.m. in the Fulkerson Airport Operations Facility. Agenda items for consideration must be approved by the Airport Director no later than the Thursday prior to the board meeting.

**Regular Meeting of the Northeast Wyoming Regional Airport Board
July 15, 2020**

Airport Board President Schreurs called the meeting to order at 4:00 p.m. Members present were Mr. Lindblom, Mr. Ohman, Mr. Malyurek and Mr. Gerrits via telephone.

A. Approve Consent Agenda:

Motion by Mr. Ohman, second by Mr. Malyurek to approve the Consent Agenda, including the Purchase Order Summary, and the June 17, 2020 Airport Board Minutes. Motion carried.

B. Directors Report:

Mr. Lundell presented the following items to the airport board:

1. Passenger statistics

Total passengers for June were 961 compared to 770 passengers in May. On July 9th SkyWest discontinued our tag with Sheridan and we're back to our own separate daily flight and overnight (RON). Advanced bookings are steadily increasing. SkyWest will be adding a second flight in August, so we'll have an early morning departure, an early afternoon arrival and departure and a late evening arrival. United is gradually increasing their daily flight banks in and out of Denver International Airport.

2. Fuel Flowage

Flightline's fuel flowage and sales for June 2020 increased by 123% compared to May 2020. The most noticeable fuel flowage increase for June 2020 was Jet A fuel to transient aircraft.

3. Flightline LFS, Inc. lease

President Schreurs and Ms. Steward executed the new lease agreement June 25, 2020.

4. Next airport board meeting

The next airport board meeting is scheduled for Wednesday, August 19, 2020.

C. Engineers Report:

Mr. Wick, of Morrison and Maierle presented the engineer's report and updated the airport board on the progress of the taxiway extension project. Mr. Wick also stated that they are preparing the Scope of Work and Engineering and Architect Fees for the general aviation terminal building.

D. American Road Maintenance Paving Markings Project - Contract

Motion by Mr. Lindblom, second by Mr. Ohman to approve the contract between the Northeast Wyoming Regional Airport and American Road Maintenance for completing the 2020 Marking Project in the amount not to exceed NINETY-ONE THOUSAND EIGHT HUNDRED EIGHTEEN DOLLORS AND ZERO CENTS (\$91,818.00) as presented. Motion carried.

E. Flightline LFS Update:

Ms. Steward gave the airport board the following update: Flightline has leased two (2) hangars from the airport after losing hangar #12. Flightline tried to lease purchase the Hans Kioschos hangar but he wanted too much money for the hangar. The Commemorative Air Force has had low attendance here and has canceled several other venues within the states. Flightline has had a shortage of manpower for various reasons but should be back to staffing levels shortly. The tower closure has confused some pilots even while the tower has been NOTAM closed. Ms. Steward said she was glad to hear the airport general aviation terminal architect was looking at the Laramie airport's general aviation terminal building because it is one of the best in Wyoming. Ms. Steward also said Flightline would like to be involved with the design and would be willing to provide their input.

F. Adjourn:

There being no further business before the Airport Board a motion for adjournment was called. **Motion by Mr. Malyurek to adjourn the meeting, second by Mr. Lindblom. Motion carried.**

Respectfully Submitted,

Owen Lindblom, Secretary/Treasurer

Greg Schreurs, President

DRAFT

Branch/Plant . 751
Northeast Wyoming Regional

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Receive Quantity	Amount
AIRFIELD LIGHTING	21001353	OP	647453 AIRSIDE SOLUTIONS	08/11/20	EA			1,340.40
SHIPPING	21001353	OP	647453 AIRSIDE SOLUTIONS	08/11/20	EA			39.15
NATURAL GAS 06/29/20-07/29/20	21001354	OP	623195 BLACK HILLS ENRG GAS	08/11/20	EA			711.56
A/C REPAIR	21001355	OP	613157 BOBCAT OF GILLETTE	08/11/20	EA			660.96
GALI TUITION - TODD CHATFIELD	21001356	OP	133225 CC CHAMBER OF COMMER	08/11/20	EA			200.00
MAIN TERM CABLE 7/14-8/13/20	21001357	OP	477634 CHARTER COMM CABLE	08/11/20	EA			188.21
1400 W LAKEWAY JULY 2020	21001358	OP	107203 CITY GILLETTE UTIL	08/11/20	EA			39.56
SPRINKLER PARTS	21001359	OP	107297 CONTRACTORS SUPPLY	08/11/20	EA			97.53
(6) SOLENOID VALVES 4 SPRNKL	21001359	OP	107297 CONTRACTORS SUPPLY	08/11/20	EA			216.48
SPRIKLER PARTS	21001359	OP	107297 CONTRACTORS SUPPLY	08/11/20	EA			845.98
AIRFIELD LIGHTING MH LAMP	21001360	OP	109567 CRUM ELECTRIC SUPPLY	08/11/20	EA			158.41
RUNWAY LIGHTS	21001360	OP	109567 CRUM ELECTRIC SUPPLY	08/11/20	EA			133.80
WATER TESTING	21001361	OP	207685 ENERGY LABORATORIES	08/11/20	EA			1,572.00
SHIPPING	21001362	OP	118720 FEDERAL EXPRESS	08/11/20	EA			92.87
CHLORINE CYLINDER	21001363	OP	477378 HAWKINS	08/11/20	EA			10.00
NEW LOGO ON TAHOE	21001364	OP	111974 JLC SIGN GRAPHIC	08/11/20	EA			175.00
PARKING LOT SIGNS	21001365	OP	640913 MENARDS AIRPORT	08/11/20	EA			41.63
SHUT OFF VALVE	21001365	OP	640913 MENARDS AIRPORT	08/11/20	EA			2.98
FUEL FARM PORTA POTTY	21001366	OP	111587 PAINTBRUSH SERVICES	08/11/20	EA			125.00
ELECTRICAL METERS 7/1-7/31/20	21001367	OP	238140 POWDER RIVER ENER UT	08/11/20	EA			10,893.93
CAR WASH	21001368	OP	586961 RAIN LOCKER CAR WASH	08/11/20	EA			7.48
WEED EATER STRING (2)	21001369	OP	114243 RAZOR CITY RENTAL	08/11/20	EA			129.98
WEED EATERS (2)AND OIL GAURD	21001369	OP	114243 RAZOR CITY RENTAL	08/11/20	EA			155.66
SHIPPING FOR PARTS	21001369	OP	114243 RAZOR CITY RENTAL	08/11/20	EA			5.25
3 WHELL SPN	21001370	OP	114294 RECORD SUPPLY	08/11/20	EA			6.29
CORE DEPOSIT	21001370	OP	114294 RECORD SUPPLY	08/11/20	EA			
MISC. PAINTING PROJECTS	21001371	OP	334203 SHERWIN WILLIAMS	08/11/20	EA			211.09
MISC. PAINTING PROJECTS	21001371	OP	334203 SHERWIN WILLIAMS	08/11/20	EA			202.77
WASTE REMOVAL JULY 2020	21001372	OP	298441 WASTE CONNECTIONS	08/11/20	EA			651.10
JULY 2020 SERVICE	21001373	OP	571524 WATER GUY	08/11/20	EA			438.00
JULY 2020 BACTERIA SAMPLE	21001373	OP	571524 WATER GUY	08/11/20	EA			22.00
								19,375.07
Northeast Wyoming Regional								19,375.07

Branch/Plant . 20102
AIRPORT MARKETING

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Receive Quantity	Amount
50% MRKT GR REBRAND, DIG PKG	21001337	OP	556210 ADBAY COM	08/11/20	EA			8,837.50
50% CO MTCH REBRAND, DIG PKG	21001337	OP	556210 ADBAY COM	08/11/20	EA			8,837.50
50% MRKT GR JULY 2020 ADV	21001338	OP	392921 BASIN RADIO NETWORK	08/11/20	EA			64.87
50% CO MATCH JULY 2020 ADV	21001338	OP	392921 BASIN RADIO NETWORK	08/11/20	EA			64.88
50% MRKT GR JULY 2020 WEB ADV	21001338	OP	392921 BASIN RADIO NETWORK	08/11/20	EA			200.00
50% CO MATCH JULY 2020 WEB AD	21001338	OP	392921 BASIN RADIO NETWORK	08/11/20	EA			200.00
50% MRKT GRANT JULY 2020 ADV	21001339	OP	627954 BIGHORN MTN RADIO	08/11/20	EA			22.50
50% CO MATCH JULY 2020 ADV	21001339	OP	627954 BIGHORN MTN RADIO	08/11/20	EA			22.50
50% MRKT GR JULY 2020 ADV	21001340	OP	621667 BLACK HILLS PIONEER	08/11/20	EA			358.25
50% CO MTCH JULY 2020 ADV	21001340	OP	621667 BLACK HILLS PIONEER	08/11/20	EA			358.25
50% MRKT GRANT 8/6/20 AD	21001341	OP	361084 BUFFALO BULLETIN	08/11/20	EA			90.00
50% CO MATCH 8/6/20 AD	21001341	OP	361084 BUFFALO BULLETIN	08/11/20	EA			90.00
50% MRKT GRANT 7/23/20 AD	21001341	OP	361084 BUFFALO BULLETIN	08/11/20	EA			90.00
50% CO MATCH 7/23/20 AD	21001341	OP	361084 BUFFALO BULLETIN	08/11/20	EA			90.00
50% MRKT GR WEB AD JULY 2020	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			150.00
50% CO MTCH WEB AD JULY 2020	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			150.00
50% MRKT GR 7/8/2020 AD	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			55.00
50% CO MTCH 7/8/2020 AD	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			55.00
50% MRKT GR 7/22/2020 AD	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			55.00
50% CO MTCH 7/22/2020 AD	21001342	OP	361092 DOUGLAS BUDGET	08/11/20	EA			55.00
50% MRKT GR JULY 2020 KOAL	21001343	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			65.00
50% CO MATCH JULY 2020 KOAL	21001343	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			65.00
50% MRKT GR JULY 2020 KOOL	21001343	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			40.00
50% CO MATCH JULY 2020 KOOL	21001343	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			40.00
50% MRKT GRANT JULY 2020 ADV	21001344	OP	661941 KSLT KLMP KTPT	08/11/20	EA			150.00
50% CO MATCH JULY 2020 ADV	21001344	OP	661941 KSLT KLMP KTPT	08/11/20	EA			150.00
50% MRKT GRANT PROMO	21001344	OP	661941 KSLT KLMP KTPT	08/11/20	EA			50.00
50% MRKT GRANT PROMO	21001344	OP	661941 KSLT KLMP KTPT	08/11/20	EA			50.00
50% MRKT GRANT JULY 2020 ADV	21001345	OP	583875 KYDT RADIO	08/11/20	EA			152.00
50% MRKT GRANT JULY 2020 ADV	21001345	OP	583875 KYDT RADIO	08/11/20	EA			152.00
50% MRKT GR FIDS WEB AUG 2020	21001346	OP	575963 OAG FLIGHTVIEW	08/11/20	EA			238.46
50% CO MTCH FIDS WEB AUG 2020	21001346	OP	575963 OAG FLIGHTVIEW	08/11/20	EA			238.46
50% MRKT GR WEB AD JULY 2020	21001347	OP	113275 NEWS RECORD	08/11/20	EA			212.50
50% CO MATCH WEB AD JULY 2020	21001347	OP	113275 NEWS RECORD	08/11/20	EA			212.50
50% MRKT GR JULY 2020 ADV	21001348	OP	623689 POWDER RIVER EXAM	08/11/20	EA			60.00
50% MRKT GR JULY 2020 ADV	21001348	OP	623689 POWDER RIVER EXAM	08/11/20	EA			60.00
50% MRKT GR 2020/2021 MBRSHP	21001349	OP	597417 SPEARFISH CHMBR COM	08/11/20	EA			215.00
50% CO MATCH 2020/2021 MBRSHP	21001349	OP	597417 SPEARFISH CHMBR COM	08/11/20	EA			215.00
50% MRKT GR JULY 2020 ADV	21001350	OP	199566 SUNDANCE TIMES	08/11/20	EA			162.50
50% MRKT GR AUG 2020 ADV	21001350	OP	199566 SUNDANCE TIMES	08/11/20	EA			162.50
50% CO MATCH JULY 2020 ADV	21001350	OP	199566 SUNDANCE TIMES	08/11/20	EA			162.50
50% CO MATCH AUGUST 2020 ADV	21001350	OP	199566 SUNDANCE TIMES	08/11/20	EA			162.50
50% MRKT GR JULY 2020 ADV	21001351	OP	625713 WESTON CO GAZETTE	08/11/20	EA			19.50
50% CO MATCH JULY 2020 ADV	21001351	OP	625713 WESTON CO GAZETTE	08/11/20	EA			19.50
50% MRKT GR 2020/2021 LISTING	21001352	OP	581010 ZIPLOCAL	08/11/20	EA			340.00
50% CO MTCH 2020/2021 LISTING	21001352	OP	581010 ZIPLOCAL	08/11/20	EA			340.00

23,581.17

AIRPORT MARKETING

23,581.17

Branch/Plant . 20105
AVIATION ENCOURAGEMENT

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive. Amount
LEGENDS OF VICTORY PRINT DESG	21001326	OP	556210 ADBAY COM	08/11/20	EA			200.00
LEGENDS OF VICTORY RADIO SCRIP	21001326	OP	556210 ADBAY COM	08/11/20	EA			100.00
LEGENDS OF VICTORY RADIO ADV	21001327	OP	392921 BASIN RADIO NETWORK	08/11/20	EA			165.00
LEGENDS OF VICTORY RADIO ADV	21001328	OP	627954 BIGHORN MTN RADIO	08/11/20	EA			35.00
MEGA MIXER BOOTH RENTAL	21001329	OP	133225 CC CHAMBER OF COMMER	08/11/20	EA			75.00
LEGENDS OF VIC RADIO KOOL	21001330	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			104.00
LEGENDS OF VIC RADIO KOAL	21001330	OP	573263 KEYHOLE BROADCASTING	08/11/20	EA			91.00
LEGENDS OF VICTORY RADIO ADV	21001331	OP	661941 KSLT KLMP KTPT	08/11/20	EA			200.00
LEGENDS OF VICTORY RADIO ADV	21001332	OP	583875 KYDT RADIO	08/11/20	EA			200.00
LEGENDS OF VICTORY PRINT AD	21001333	OP	113275 NEWS RECORD	08/11/20	EA			180.00
LEGENDS OF VICTORY PRINT AD	21001334	OP	623689 POWDER RIVER EXAM	08/11/20	EA			200.00
LEGENDS OF VICTORY PRINT AD	21001335	OP	199566 SUNDANCE TIMES	08/11/20	EA			192.50
PLASTIC BAGS 4 MEGA MIXER	21001336	OP	566240 FIB MSTRCRD AIRPORT	08/11/20	EA			355.51
								2,098.01
AVIATION ENCOURAGEMENT								2,098.01

43632

CAMPBELL COUNTY
Airport Open Purchase Orders

Page - 1
Date - 7/27/20

Branch/Plant . 751
Northeast Wyoming Regional

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive. Amount
HERBICIDE	21000507	OP	566240 FIB MSTRCRD AIRPORT	07/20/20	EA			279.80
OPS CABLE, INTERNET	21000509	OP	477634 CHARTER COMM CABLE	07/20/20	EA			224.58
								504.38
Northeast Wyoming Regional								504.38

CAMPBELL COUNTY
 Airport Open Purchase Orders

Branch/Plant . 752
 AIRPORT RESTRICTED REV FUND

Description	Order No	Ty	Supplier	Requested	PR UM	On Order QuantityOpen To Quantity	Receive. . . . Amount
2.5% ALCMS SOFTWARE/COMMISNG	21000430	OP	682671 EATON COOPER CROUSE	07/16/20	EA			527.50
TAXIWAY PRJ SVC THR 7/10/2020	21000991	OP	618767 MORRISON MAIERLE	07/27/20	EA			324.39
								851.89
AIRPORT RESTRICTED REV FUND								851.89

43632

CAMPBELL COUNTY
Airport Open Purchase Orders

Page - 3
Date - 7/27/20

Branch/Plant . 10410
FAA AIRPORT IMPROVEMENT PRO

Description	Order No	Ty	Supplier	Requested	PR UM	On Order QuantityOpen To Quantity	Receive. . . . Amount
93.75% ALCMS SOFTWARE/COMMSNG	21000428	OP	682671 EATON COOPER CROUSE	07/16/20	EA			19,781.25
AIP 3-56-045-2019 SVC-7/10/20	21000988	OP	618767 MORRISON MAIERLE	07/27/20	EA			12,164.56
								31,945.81
			FAA AIRPORT IMPROVEMENT PROG					31,945.81

43632

CAMPBELL COUNTY
Airport Open Purchase Orders

Page - 4
Date - 7/27/20

Branch/Plant . 20110
WYDOT AIRPORT IMPROVEMENT

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive Amount
3.75% ALCMS SOFTWARE&COMMISSNG	21000429	OP	682671 EATON COOPER CROUSE	07/16/20	EA			791.25
AGCC69B SVC THROUGH 7/10/2020	21000989	OP	618767 MORRISON MAIERLE	07/27/20	EA			486.58
								1,277.83
WYDOT AIRPORT IMPROVEMENT								1,277.83
								34,579.91

CAMPBELL COUNTY
 Airport Open Purchase Orders

Branch/Plant . 752
 AIRPORT RESTRICTED REV FUND

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive Amount
2.5% ALCMS SOFTWARE/COMMISNG	21000430	OP	682671 EATON COOPER CROUSE	07/16/20	EA			527.50
2.5% CO MATCH RELOC TXW D&B	21000677	OP	445237 S S BUILDERS	07/22/20	EA			19,087.51
2.5% CO MATCH TXWY PROJ RET#9	21000684	OP	127079 FIRST NATL BNK GIL	07/22/20	EA			2,476.05
2.5% TAXIWAY PROJ PR #9	21000695	OP	618767 MORRISON MAIERLE	07/22/20	EA			244.36
								22,335.42
AIRPORT RESTRICTED REV FUND								22,335.42

43632

CAMPBELL COUNTY
Airport Open Purchase Orders

Page - 3
Date - 7/22/20

Branch/Plant . 10410
FAA AIRPORT IMPROVEMENT PRO

Description	Order No	Ty	Supplier	Requested	PR UM	On Order QuantityOpen To Quantity	Receive Amount
93.75% ALCMS SOFTWARE/COMMSNG	21000428	OP	682671 EATON COOPER CROUSE	07/16/20	EA			19,781.25
AIP 3-56-0012-045-2019 PR#9	21000675	OP	445237 S S BUILDERS	07/22/20	EA			715,781.46
AIP 3-56-0012-045-2019 RET#9	21000679	OP	127079 FIRST NATL BNK GIL	07/22/20	EA			92,851.74
AIP 3-56-0012-045-2019 PR#9	21000688	OP	618767 MORRISON MAIERLE	07/22/20	EA			9,163.53
								837,577.98
FAA AIRPORT IMPROVEMENT PROG								837,577.98

43632

CAMPBELL COUNTY
Airport Open Purchase Orders

Page - 1
Date - 7/22/20

Branch/Plant . 751
Northeast Wyoming Regional

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive Amount
HERBICIDE	21000507	OP	566240 FIB MSTRCRD AIRPORT	07/20/20	EA			279.80
OPS CABLE, INTERNET	21000509	OP	477634 CHARTER COMM CABLE	07/20/20	EA			224.58
								504.38
Northeast Wyoming Regional								504.38

CAMPBELL COUNTY
Airport Open Purchase Orders

Branch/Plant . 20110
WYDOT AIRPORT IMPROVEMENT

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive Amount
3.75% ALCMS SOFTWARE&COMMISNG	21000429	OP	682671 EATON COOPER CROUSE	07/16/20	EA			791.25
AGCC698 PAY REQUEST #9	21000676	OP	445237 S S BUILDERS	07/22/20	EA			28,631.26
AGCC698 RETAINAGE #9	21000682	OP	127079 FIRST NATL BNK GIL	07/22/20	EA			3,714.07
AGCC698 RELOC TXWY D&B PR#9	21000691	OP	618767 MORRISON MAIERLE	07/22/20	EA			366.54
								33,503.12
WYDOT AIRPORT IMPROVEMENT								33,503.12
								893,920.90

CAMPBELL COUNTY
 Airport Open Purchase Orders

Branch/Plant . 751
 Northeast Wyoming Regional

Description	Order No	Ty	Supplier	Requested	PR UM	On Order Quantity	Open To Quantity	Receive Amount
HERBICIDE	21000507	OP	566240 FIB MSTRCRD AIRPORT	07/20/20	EA			279.80
JUNE 2020 CELL CHGS	21000508	OP	592683 ATT AIRPORT	07/20/20	EA			209.62
OPS CABLE, INTERNET	21000509	OP	477634 CHARTER COMM CABLE	07/20/20	EA			224.58
								714.00
Northeast Wyoming Regional								714.00

N O R T H E A S T W Y O M I N G R E G I O N A L A I R P O R T

Director's Report
August 19, 2020

1. Passenger statistics

Total passengers for July were 1,982 compared to 961 passengers in June. On August 3rd SkyWest added two (2) daily flights on Sundays, Mondays, Thursdays and Fridays. Load factor for July was 70%. August load factor is currently at 52%. Advanced bookings for September were looking poor, so SkyWest decided to decrease flights to one daily flight. October is booking much better and SkyWest plans to add back-in the second daily flight during the four high demand days.

2. Miscellaneous Projects

Operations personnel have been working hard on redoing the landscaping between the terminal building and parking lot. They're replacing all the bark with new weed barrier and filling back-in with black aggregate. The northwestern quadrant of the passenger parking lot will be receiving a sealcoat and remarking in the upcoming weeks. The main water storage tank will be drained, and a company that specializes in water tanks will be repairing and resealing the water tank's interior. The Water Guy has installed a backup water tank for temporary water supply to airport facilities.

3. Airport Equipment

The airport has received the new Bob Cat 5600 along with mower deck and manlift attachments. This equipment was purchased using CARES Act funds for which we've already received reimbursement for 100% of the total costs.

4. HEALS Act

There is legislation for another act to help with airport operational and construction funding. If the act is passed by Congress and the preliminary formulas are correct, our airport would receive approximately \$508,000 of additional airport funding.

5. Airport Entrance Sign

MMI is putting together an RFP for an entrance sign design/build project. Later in this meeting I'll be asking the board to appoint a couple of board members to form a selection committee to review responding sign company designs, and later put forth an award recommendation to the airport board. This project will also include replacement of lettering with the airport's new name on the east and west sides of the terminal building.

6. Next airport board meeting

The next airport board meeting is scheduled for Wednesday, September 16, 2020 at 4 p.m.