Brookings Regional Airport Board
Brookings, SD 57006
November 20, 2014

The Brookings Airport Board was called to order by Jeff Boulware on Thursday, November 20, 2014, at 3:30 PM in Community Room #300 located on the third floor of the City & County Government Center at 520 3rd Street. Members present were Judy McLaughlin, Lynn Riedesel, Orv Smidt, and Boulware. Absent was James Bailey. Also present were Airport Manager Philip Tiedeman, City Engineer Jackie Lanning, Cody Christensen-SDSU, Paul Hanusa - FBO, Randy Hanson – FBO, Dan Little, Harry Thompson, and others.

Item #2 – (Riedesel/Smidt) Motion to approve the agenda. All present voted aye. **MOTION CARRIED**.

Item #3 – (Smidt/Riedesel) Motion to approve the October 16, 2014 minutes. All present voted aye. **MOTION CARRIED**.

Item #4 – The next meeting is scheduled for the 18th of December, 2014 at 3:30 in the City & County Government Center at 520 3rd Street.

Old Business

Item #5 – Airfield Realignment – Tiedeman provided answers to some questions from previous meetings regarding FAA approach plates that he said he would try to find out answers to. Currently night landings to Runway 17 are shown as "NA" on the RNAV (GPS) RWY 12 and RNAV (GPS) RWY 30. According to the FAA this is due to the new threshold elevation not making it through the FAA database. Once it does it will be reevaluated and adjustments to the approaches can be made. The next item pertained to one of the Initial Approach Fixes (IAF) the RNAV (GPS) RWY 30 starting at the FSD VOR, which is 34.8 NM away. According to the FAA, IAFs are normally held to less than 50 NM at NAVIADs or at already established en-route structures like waypoints/fixes. The final item was in regard to being able to start an approach at an Intermediate Fix (IF). In discussions with the FAA, pilots can start approaches at an IF if there is less than a 90 degree intercept angle to the fix.

Tiedeman reported that the FAA Flight Check was scheduled for November 12th, but due to the weather and then aircraft maintenance issues it was delayed for a few days and now it is scheduled for the first week in December. He did state that the FAA still has January 8th set for the publication date for the ILS approach into the airport. Runway 17/35 PAPIs and REILs may not be checked in this flight

check. But the will be check in another FAA Flight Check scheduled a few months later.

Tiedeman heard from the FAA that the AWOS frequency will be 119.925, but this is subject to change. The AWOS is the final item for the FAA to complete that does not require Flight Check, however this will most likely not be activated before Thanksgiving.

Bowes will not be able to do any more paving on the taxiways this year. Two lifts have been completed on most taxiways. The FAA has approved the airport to open over the winter after all lighting, painting, signage, grading, and other items are done. Bowes will be painting this week and Muth is hoping to have the lights done the 2nd week of December. Tiedeman presented a draft Construction Bulletin to the Board of what the airport might look like after these surfaces are opened for the Winter. He did remind the Board and those in attendance that Bowes will return next Spring to complete the remaining lifts of asphalt which will require these surfaces to be closed.

Item #6 – Snow & Ice Control – There have been two snow events since the last meeting. Tiedeman reported that they did not use any deicing chemical for these events due to the forecasted weather conditions and the personnel available.

Tiedeman stated he was contacted by a pilot wanting to take off with a NIL braking action. He explained that airport personnel uses a friction meter to determine the breaking action of the runway. If a runway is determined to be NIL, the airport has to be closed until it is no longer NIL. Tiedeman described that several years ago, pilots used to be able to use their own discretion in landing and taking off. Due to accident data the FAA has determined that runways with a NIL braking action are inherently unsafe. A NOTAM with a Prior Permission Required (PPR) status can be issued for future events provided the conditions justify it.

New Business

Item #7 – Hangar Lease Agreements –

McLaughlin/Riedesel – Motion to recommend approval of the Hangar Lease Agreements for PK Air, Brian Van Liere, Darryl Clapp, Bob Fite, Paul Moriarty, Harry Thompson, and the Civil Air Patrol lease for the Terminal.

All in favor voted aye. **MOTION CARRIED.**

Lanning stated that the FAA says that the Advance lease for the parking lot needs to be at a commercial rate for a similar use since it is not aeronautical use. The City is going to work with Advance, because an increase in their rate is necessary.

Reports

Item #8 – Airport Manager Report – The Wildlife Hazard Working Group meeting was scheduled for this week with one person from South Dakota Game Fish & Parks in attendance. Tiedeman also reported that all the recommendations that came from the Wildlife Hazard Assessment have been met with the exception of the recommendations that will be continuous or ongoing.

The Certification Inspector was here November 5th, 6th and 7th. The inspection is complete and there are no discrepancies or issues. All items pertaining to the Part 139 certification of the airport were reviewed and inspected.

The State is updating the airport directory, so if anybody has any pictures of the airport, he would appreciate them submitting them to him.

Tiedeman said there is still hay on the airport. The hay should be removed within a few weeks.

Tiedeman would also like the Board to consider changing the tie down fee for aircraft. Boulware recommended that they think about this change and make a motion on it at next month's meeting.

Item #9 – FBO Report – Paul reported that there is currently a helicopter utilizing the airport. They will be here until after Christmas.

Randy suggested that maybe a video or PowerPoint presentation be made to show to local organizations promoting the airport as a "gateway" to Brookings. Pictures could be submitted showing the changes made to the airport the last several years. He would also like to talk to corporations here in town to see if they would be interested is doing a small segment in this presentation. Randy asked that people submit their pictures and ideas to him and he would start working on this over the next few months.

Item #10 – SDSU Report – Cody Christensen updated the Board regarding the SDSU flight program. Currently there are 55 students, 7 full time staff, some part time staff and then also work study students. Due to Mr. Lynsecki leaving last month, they do have a shortage of staff at this time. Christensen stated that they are down nearly 1,400 landings from last year to this year. Part of this is due to

the construction but also the fact that the AWOS is not up and running has a huge influence on the students flying.

Christensen is wondering if there are things that the Airport Board could do to promote the airport. He feels that SDSU is doing a big part in trying to let people know about the airport, but it is going to take help from the Board and the City also.

Boulware suggested that the City look at purchasing a "gateway" sign to put at the airport. Maybe the City could look at beautifying the airport to make it more eye appealing. Landscaping and additional signage could be done.

Christensen also commented on how pilots that come in to the airport are utilizing SDSU offices in addition to the public FBO area. SDSU is fine with sharing, but SDSU the FBO and the City could possibly come up with a better idea.

Item #11 – Other Items – None.

The meeting was adjourned.

Lana Schwartz, Secretary

Jeff Boulware, President