Brookings Regional Airport Board
Brookings, SD 57006
December 18, 2014

The Brookings Airport Board was called to order by Jeff Boulware on Thursday, December 18, 2014, at 3:30 PM in Conference Room #147 located on the first 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, and Paul Hanusa-FBO.

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

Item #3 – (McLaughlin/Smidt) Motion to approve the November 20, 2014 minutes. All present voted aye. **MOTION CARRIED**.

Item #4 – The next meeting is scheduled for the 15th of January, 2015 at 3:30 in the City & County Government Center at 520 3rd Street.

Old Business

Item #5 – Airfield Realignment – Tiedeman researched a question that Mr. Christensen had from a prior meeting regarding the operation of the airport rotating beacon being on during IFR conditions. Christensen referenced the Aeronautical Information Manual (AIM) and the Pilot's Handbook of Aeronautical Knowledge (PHAK). Tiedeman found that there is no requirement for this in either document. As referenced in an advisory circular, there are several different options for operation of an airport rotating beacon: through a photo cell, a time clock, or manually as seen at some towered airports. Ours is currently tied to a photo cell. Some towered airports may turn the beacon on when the field goes IFR. It is still the pilot's responsibility to comply with the regulations regarding weather and proper preflight planning.

Tiedeman also reported that additional taxiways were opened for the winter on December 5th as scheduled. He also stated they will need to be closed again in the spring to finish construction.

In addition, the publication date for the ILS approach has been moved again. This time it was due to Flight Check delays and weather issues. Although, Flight Check is here this week working on the LOM, the LOC and GC should be done shortly if not already complete. The next available publication date for the ILS is

in early February. The FAA technicians are waiting on a cable for the AWOS. Everything else with this system should be ready to go except the calibration and testing. Tiedeman reported that the FAA has a work moratorium for new NAVAIDs over Christmas and New Year's due to the increased holiday traffic. It was explained that tuning and testing new NAVAIDs could interfere with other NAVAIDs and cause traffic delays.

The FAA has published a NOTAM for the new ILS RWY 12 frequency, "!BKX 12/046 BKX NAV ILS RWY 12 FREQ 110.9 CHANGED TO 111.35 1412181651-PERM."

Tiedeman stated that the PAPIs and REILs are still needing to be flight checked. They will be checked on a follow up inspection done by FAA Flight Check.

Lanning reported that change orders were submitted to the City Council for deadline extensions and some dollar changes with the contractors to as-built quantities.

Item #6 – Snow & Ice Control – Tiedeman reported that there were a few snow events. On December 11th the runway was closed down for a couple hours due to ice and fog followed by increasing temperatures. On December 15th there was ice and snow. They did sand with deicer during this event to prevent an airport closure, however the braking action remained POOR for several days.

Tiedeman also reported that he has observed ice melt in some of the hangars. Ice melt is not allowed on the airport and he reminded everyone that ice melt is corrosive and can cause significant damage to aircraft. FAA approved ice melt is available through several different manufacturers.

Item #7 – Tie Down Fee – As a follow up discussion to last month's meeting, Tiedeman explained again that he would like the tie down fee to be changed to $50.00 per month after 30 days. Rather than the current weekly fee.

Riedesel/McLaughlin - Motion to change the tie down fee to $50.00 per month after 30 days. All present voted aye. **MOTION CARRIED.**

Reports

Item #8 – Airport Manager Report – Tiedeman received a complaint about the Haverfield helicopter flying too low. Tiedeman and the FAA both talked to the company and the pilots. They have changed their flight patterns.

Tiedeman also reported that several vehicles did not wait for the gate to close behind them before leaving.

Tiedeman advised the Board that the FAA has issued a "direct to final rule" that pertains to aviation training devices (ATDs) for instrument training. This may impact the SDSU Aviation Program. The updated rule change can be found in Advisory Circular 61-136A. The comment period will close January 2nd and become effective January 20th if no adverse comments are received.

Item #9 – FBO Report – Paul reported that fuel sales are increasing due to the helicopter and also the increase in activity at the airport.

Item #10 – SDSU Report – Cody reported that the flight numbers are still down. SDSU is going to offer a new course this coming semester that will have more flights available for the students.

Item #11 – Other Items – None.

The meeting was adjourned.

Lana Schwartz, Secretary

Jeff Boulware, President