

The Brookings Airport Board was called to order by Judy McLaughlin on Wednesday July 16, 2015 at 3:30 PM in Conference Room # 300 located on the third floor of the City & County Government Center at 520 3rd Street. Members present were Jason Baker, Lynn Riedesel, Orv Smidt, and McLaughlin. Also present were Airport Manager Phillip Tiedeman, Airport Operations/Maintenance Technician Jeremy Scott, City Engineer Jackle Lanning, Paul Hanusa-FBO, Dan Little, and others.

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

Item #3 – (Riedesel/Baker) Motion to approve the May 19, 2015 minutes. All present voted aye. **MOTION CARRIED.**

Item #4 – The next meeting is scheduled for the 20th of August, 2015 at 3:30 in the City & County Government Center at 520 3rd Street.

Old Business

Item #5a - Airfield Realignment – Phillip stated that there has been a lot of progress this month. Today they held a punch list inspection and hopefully all surfaces will be open this week, if critical punch list work gets completed. Loiseau also has some work to finish. In addition, SDDOT did attend this meeting also. Phillip stated that pictures of lights, striping, and other items were taken for the FAA Certification Inspector and documentation. Phillip reported that the ILS was published around June 26th and this week the FAA was doing their final check. The REIL's and PAPIs for the crosswind runway, and the RWY 30 REILs still need to be flight checked.

Dan Little stated that the ILS NDB is out of service and the AWOS information is not updating on his ADS-B System.

Dan also inquired about the AWOS, recording messages on the AWOS, and wanted to know what the upgrade is. Phillip explained the AWOS upgrade which will be from AWOS to AWOS C. This upgrade, being funded and completed by the FAA, includes new AWOS equipment rack in the Terminal building and may include the replacement of AWOS electronics enclosure, the replacement of wind sensor and crossarm assembly, the replacement of the

rain gauge, the temperature/relative humidity sensor, the ceilometer. Tiedeman stated that any recordings on the AWOS may need to be done by the FAA and updates may be slow. In addition, messages recorded on the an AWOS would not replace the pilot's responsibility to check items like NOTAMs. Some larger airports with ATC have a dedicated broadcasted frequency, ATIS (Automatic Terminal Information Service), that is updated with essential airport information.

Lynn was concerned that when you talk to the flight center, the AWOS talked at the same time and broke through the discussion. Philip said he would check into this issue.

Item #5b – Taxilane Construction –

Philip gave an update that Helms is designing the taxilane and Bowes will be constructing it this Fall. The City will use the millings for the base for the taxilane which will be a cost savings. Lanning stated that the design of runway 17/35 will be next in the CIP, next year.

New Business

Reports

Item #6a – Airport Manager Report –

Philip said that the hangar inspections went very well last month, there were only 2 hangars left to inspect. The only item of concern was that some hangars needed fire extinguishers renewed or inspected.

Philip also announced that he accepted a job offer with the City of South St Paul – Fleming Field airport. August 17th will be his last official day with the City.

Item #6b – FBO Report – Paul reported that Civil Air Patrol is looking into bringing up an airplane and another group is looking to base here. Paul has also been receiving a lot of questions about when the taxilane will be complete.

Item #6c – SDSU Report – Lynn had spoke with Cody and the ACE camp had about 30 students in attendance. It was very successful and the students enjoyed the camp.

Item #7d – Other Items – Lynn inquired about the hiring process for the Airport Manager position. Jackie explained the typical hiring process with an internal posting and then an external posting with interviews to follow. She recalled there was also an airport board member on the hiring committee.

The meeting was adjourned.


Lana Schwartz, Secretary


Judy McLaughlin, President