

The Brookings Airport Board was called to order by Judy McLaughlin on Thursday October 14, 2015 at 3:30 PM in Conference Room # 241 located on the second floor of the City & County Government Center at 520 3<sup>rd</sup> Street. Members present were Brian VanLiere, Orv Smidt, Lynn Riedesel, and McLaughlin. Absent was Jason Baker. Also present were Airport Manager Ryan O’Rear, City Engineer Jackie Lanning, Paul Hanusa, and Randy Hansen-FBO, Cody Christensen, and others.

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

**Item #3** – (VanLiere/Smidt) Motion to approve the September 17, 2015 minutes. All present voted aye. **MOTION CARRIED.**

**Item #4** – The next meeting is scheduled for the 19<sup>th</sup> of November, 2015 at 3:30 in the City & County Government Center at 520 3<sup>rd</sup> Street.

### **New Business**

**Item #5 – Introduction of new Airport Manager** - Jackie introduced Ryan O’Rear.

### **Old Business**

**Item #6a – Airfield Realignment** – Jackie reported that the punch list items have been taken care of with Loiseau completing their fence removal this week. Phase 1 with Loiseau can now be closed out. Jackie spoke with Bob from Helm’s and they are completing the final bills for Phase 2. The Flight Check has not been scheduled yet. Once the flight check is complete, Muth and Bowes will be paid in full.

**Item #6b – Taxi lane Construction** – Jackie stated that Bowe’s is scheduled to start staking this out this week and they plan to complete this project yet this Fall.

### **Reports**

**Item #7a – Airport Manager Report** – Jackie informed the Board that Brandon Long has resigned and will no longer be available to assist with Airport duties.

Ryan stated that a Gate Card Audit will be conducted in November. In addition, on October 15<sup>th</sup> at noon there will be Fire Extinguisher Training for anyone that is interested. And on October 20<sup>th</sup> the Fire Department will be touring the air field as part of their training. Ryan doesn't anticipate having to close the airport for this training.

Ryan also stated that the airport will be shifting focus to winter operations in the coming weeks and to be prepared for a snow and ice control session during next month's airport board meeting.

**Item #7b - FBO Report** – Paul reported that Phillips 66 will be conducting an annual inspection of the fuel system next week.

**Item #7c - SDSU Report** – Cody stated that they have been busy. A record number of hours have been recorded in the last 3 years. They have found a few flight instructors to help out, but additional ones would be nice and appreciated.

Cody also reported that the Civil Airport Patrol is running out of funds and may not be able to continue operating out of the terminal. He asked if there would be a possibility of the City looking at the price of rent, and possibly lowering the rent to assist with this program staying up and running.

**Item #7d - Other Items** – None

The meeting was adjourned.

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Lana Schwartz, Secretary



Judy McLaughlin, President