

The Brookings Airport Board was called to order by Judy McLaughlin on Thursday December 17, 2015 at 3:30 PM in Community Room # 300 located on the second floor of the City & County Government Center at 520 3rd Street. Members present were Jason Baker, Brian VanLiere, Orv Smidt, Lynn Riedesel, and McLaughlin. Also present were Airport Manager Ryan O'Rear, City Engineer Jackie Lanning, Randy Hanson-FBO, Chris Funk and others.

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

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

Item #4 – The next meeting is scheduled for the 21st of January, 2016 at 3:30 in the City & County Government Center at 520 3rd Street.

Old Business

Item #5a – Airfield Realignment –Ryan reported that the flight check that was scheduled for December has been rescheduled for January or February.

Reports

Item #6a – Airport Manager Report – Ryan reported that the gate card audit has gone well. There are a few people that haven't responded to he will send final notices before deactivating the cards.

Ryan informed the board that the only firm to submit a proposal to be considered for the Airport Consulting was Helm's and Associates. The City Council will be considering this proposal at the January Council meeting.

Ryan also reported on the past snow storms and the operations at the airport. The first storm, snow removal operations went well. There were a couple glitches due to new staff and the new airfield layout, but everything was adjusted and taken care.

The second storm has caused the airport to be closed due to the ice. With the current weather conditions, they are unable to sand and the airport will remain

closed until Ryan feels that it is safe to open it. Ryan stated that he will only close the airport when he feels he needs to for safety reasons.

Ryan also informed those in attendance that they are having some issues with vehicles being parked in some areas that are making snow removal difficult. He would like everybody to remember to park in the hangars or the parking lots when they know there will be snow conditions. It was suggested to make the east parking lot a "long term parking lot." After discussion, Ryan and Jackie agreed to this and will look at signage.

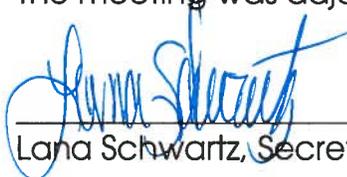
Jackie reported that Advance will no longer be needing the lease on the parking lot. All other leases were approved by the City Council and have been sent to the lease holders.

Item #7b - FBO Report - Randy Hanson inquired about the City possibly purchasing de-icing equipment to provide this service at the airport. He stated that the FBO would be willing to provide the staff, training and product if the City would be willing to purchase the equipment. Chris Funk stated that the Government Surplus may have equipment available for a reasonable price. Jackie and Ryan agreed to look in to this further.

Item #7c - SDSU Report - Chris stated that the semester has come to an end but there are a few students that will be finishing up this week. The recent snow storm has delayed them slightly.

Item #7d - Other Items - Ryan received information from the South Dakota DOT that they will need an inventory listing of all the aircraft with a "N" number. Ryan will be obtaining this information and reporting to them as soon as possible.

The meeting was adjourned.


Lana Schwartz, Secretary


Judy McLaughlin, President