

The Brookings Airport Board was called to order by Judy McLaughlin on Wednesday April 20, 2016 at 3:30 PM in Community Room # 300 located on the third floor of the City & County Government Center at 520 3<sup>rd</sup> Street. Members present were Brian VanLiere, Lynn Riedesel, and McLaughlin. Absent were Jason Baker and Orv Smidt. Also present were Airport Manager Ryan O'Rear, City Engineer Jackie Lanning, Cody-SDSU, Randy Hansen-FBO, Chris Funk and others.

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

**Item #3** – (VanLiere/Riedesel) Motion to approve the March 16, 2016 minutes. All present voted aye. **MOTION CARRIED.**

**Item #4** – The next meeting is scheduled for Thursday May 26<sup>th</sup> , 2016 at 3:30 in the City & County Government Center at 520 3<sup>rd</sup> Street.

### **Old Business**

**Item #5a – Airfield Realignment** – Ryan stated that all PAPI and REIL flight check paperwork has been completed and that all the equipment is turned on and active now. Lynn asked about the recurring NOTAM regarding the taxiway centerlines and Ryan stated that the NOTAM is in place due to the difference in width between the centerlines and enhanced centerlines. This NOTAM will be in place until all lines have the same width or until the FAA allows a modification to standards.

### **New Business**

**Item #6a.** – (Riedesel/VanLiere) Motion to approve an Aerial Applicator Permit from North Central Farmers Elevator. All present voted aye. **MOTION CARRIED.**

Ryan discussed the application and that the intentions were to operate at the airport for about 2 weeks towards the end of the summer. The application meets city requirements, but will need a cash bond from NCFE before proceeding. Chris Funk mentioned that NCFE might need spill protection to operate at the airport. The airport board also asked that they fly correct flight patterns and use radios to communicate to local traffic. Ryan will look into spill protection requirements and verify where they will be staged during operations.

## **Item #6b.** – Tenant Fuel Tanks

Ryan explained the proposed amendment to the rules and regulations regarding tenant fuel tanks. Ryan stated that the airport can't stop tenants from self-fueling or servicing their own aircraft and will continue to allow fuel tanks to be stored inside hangars after inspection and approval. The amendment is directed only at outside fuel tanks. Judy recommended we change the wording to "permanent" outside fuel tanks to prevent confusion with the change. Lynn brought up the requirements for fuel tanks inside hangars and that the airport should continue to inspect these every year and hold standards for each fuel tank. The airport board agreed that a permit system should be re-instated.

Chris Funk asked if the SDSU tank would be grandfathered in since they have an external fuel tank. Ryan mentioned that the airport can't show favoritism and wanted to caution how they moved forward. Chris explained that the tank is not currently in use, but is kept in case Pheasant's Fury was to leave. Randy mentioned that the FBO uses that tank to hold fuel when prices are low to take advantage and lower their fuel prices. Randy proposed to Chris that maybe the FBO would buy the tank from SDSU with a condition that if Pheasant's Fury were to ever leave that SDSU would get their tank back.

Chris also asked if the city could implement a minimum distance from hangars where outside fuel tanks would be as opposed to restricting them completely. Judy wants the airport to ensure this regulation would comply with FAA regulations. Ryan referenced Advisory Circular AC 150/5190-6, whereas the regulation states that the airport sponsor is not obligated to lease airport facilities and land for self-servicing activities. Chris mentioned that the FAA requires the city to treat all FBOs the same if another FBO were to come in. Ryan and Jackie stated that each FBO would be treated the same, however Randy brought up that Pheasant's Fury has the exclusive right to those fuel tanks with the city.

Randy explained the history of the previous FBO and also the current FBO. He passed out a sheet explaining the timeline and explained the difficulties that were encountered with the previous FBO. Randy also stated that without SDSU's fuel sales, Pheasant's Fury would not be able to operate and would go out of business. Randy provides a significant discount to SDSU and local tenants and they check other nearby airports to stay competitive.

All in attendance agreed that Pheasant's Fury was doing a great job and we did not want to lose them. The discussion was tabled and no changes were made, but will be discussed again at the next board meeting.

**Item # 6c.** – Discussion of an Automated External Defibrillator for the Airport.

Chris Funk asked if the city would be interested in having a defibrillator at the FBO and if the city would be willing to pay for it. Jackie said she would check if the city is allowed to provide one at a non-city building. Chris also asked if the city does CPR training and if SDSU could coordinate with the city to train together.

**Reports**

**Item #7a – Airport Manager Report** –

Ryan initiated a Snow and Ice Control Post-Season discussion and asked for any comments or concerns. Lynn mentioned that a ToolCat would be very beneficial to the airport for snow removal and that the airport did a great job this past season. Chris stated that he would like to see operations out on the runway clearing snow earlier in the day when able so student pilots can get out early while the weather is nice. No other comments were made regarding snow removal.

Ryan mentioned that Volga Christian School was interested in touring the airport for a field trip and asked Chris if he would be able to lead that on May 12. Ryan stated that the airport would be busy that week with the FAA inspection which will be May 11-12.

Civil Air Patrol will be having an aircraft wash fundraiser May 14 and is open to all local tenants. Ryan, Jeremy and some city firefighters will be attending ARFF recurrent training in Watertown on May 4. Ryan will also be traveling to Houston for the AAAE annual conference May 14-19. The SDSU fly-in is this Saturday and Ryan will be on-site to help coordinate the spot landing competition and provide ARFF coverage.

Board members that attended the airport conference in Deadwood said it went very well and there was a lot of good information to take back afterwards. Lastly, Ryan stated the airport has started an official Facebook page to stay connected to the community and local tenants as well.

[www.facebook.com/brookingsregionalairport](http://www.facebook.com/brookingsregionalairport)

**Item #7b – FBO Report** – None

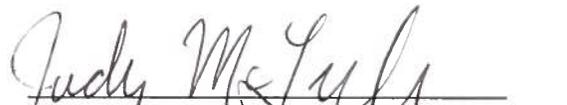
**Item #7c - SDSU Report -**

Chris spoke about the Fly-in this weekend and what to expect. He also mentioned that SDSU has done a number of tours at the airport and have been promoting aviation to several hundred kids this year so far. SDSU was also approved for a significant grant to go towards purchasing a mobile flight simulator that will be used to travel across the state and promote aviation to kids. The approval came from the SD Aeronautics Commission during the airport conference in Deadwood. Chris commended Cody from SDSU on all his hard work with the project and said he was a huge reason why the funding was accepted. Chris said that there is a shortage of flight instructors for SDSU so they are trying to train students to be instructors and stay after graduation to help out.

**Item #7d - Other Items -**

The meeting was adjourned.

  
Lana Schwartz, Secretary

  
Judy McLaughlin, President