

The Brookings Airport Board was called to order by Judy McLaughlin on Thursday June 16, 2016 at 3:30 PM in Community Room # 300 located on the third floor of the City & County Government Center at 520 3rd Street. Members present were Orv Smidt, Brian VanLiere, and McLaughlin. Absent were Jason Baker and Lynn Riedesel. Also present were Airport Manager Ryan O'Rear, Maintenance Technician Jeremy Scott, Randy Hansen-FBO and others.

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

Item #3–(Van Liere/Smidt) Motion to approve the May 26, 2016 minutes. All present voted aye. **MOTION CARRIED.**

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

Item #5a–(Smidt/McLaughlin) Motion to approve an amendment to a lease agreement for Brian Van Liere. All present voted aye. **MOTION CARRIED.**

Item #5b–Discussion on the City of Brookings Comprehensive Plan–Airport Board Vision

Ryan explained that the Comprehensive Master Plan Advisory Committee is looking for the mission and goals of each board and committee within the City of Brookings. It was agreed upon that the Annual Report of the Airport Board had several good ideas for goals. In addition, Brian suggested that the mission statement be in regards to the board and the staff promoting the use of the airport. A long-term goal was discussed and agreed upon that it should involve runway 17/35 being completed. In addition a mid-term goal would be a de-icer and the short term goals could revolve around the 2016 goals in the annual report. Ryan stated that he would draft a report and send it out to the board members for approval prior to sending to the Comprehensive Master Plan Advisory Committee.

Reports

Item #6a - Airport Manager Report–Ryan updated the Board regarding the Aerial Applicator Permit that North Central Farmers Elevator submitted. He stated that they aren't yet sure if they are going to be spraying this summer, but they want to be sure to have all the details worked out so if they decide to, they

can just come in when ready. Ryan stated that containment won't be necessary based on the usage and type of product. However, a "spill plan" will need to be submitted. Ryan also noted that if they do come in they will need to be staged near the commercial ramp by the ARFF building. He also stated that there is one more person interested in permanent aerial spraying, but they have just recently inquired.

Ryan informed all those in attendance that there will be hangar inspections completed on June 23rd beginning at noon. DvL, Brookings Fire Department and the airport staff will be completed these inspections which will include fire extinguishers being serviced and tagged.

There will also be a Wildlife Hazard Management Plan (WHMP) review meeting on June 22nd and an Airport Emergency Plan (AEP) review meeting on June 28th. Everyone is invited to these two meetings.

Ryan, Jeremy and Jon all attended the recent annual wildlife training in Sioux Falls at the beginning of the month.

Last week a pre-construction meeting for the utility project took place with contractors and staff. The construction should start sometime between June 16th and June 24th. The construction should take 3 to 4 weeks to complete with only minor taxiway closures. Ryan did note that there will need to be utility cutoffs for a period of time also.

The most recent hangar to be constructed is on hold until the approved FAA form 7460 is received. In the meantime, city engineering staff and CDI will be staking the corners and elevation of the hangar lot to be prepared once the FAA approval comes in. Ryan explained to the board that FAA approvals can take a long time and future hangar requests should be submitted well in advance. The airport will look into changing the land lease checklist to show the importance of the FAA 7460 form being submitted early, which can take over 3 months to be approved.

The previously built hangar from last year still doesn't have a floor poured and is still waiting for grading work to be completed around the lot. Ryan has met with the tenant and Prussman (contractor) and the work should be completed soon, weather permitting. The entire area is staked and utilities have been flagged, work will proceed when the contractor can come out to the airport.

Item #6b - FBO Report—Paul Hanusa reported that there is a new Cessna 150 based on the field.

Item #6c - SDSU Report-Paul Hanusa reported that SDSU is working with MavRx in taking some crop pictures. They will continue this work through August.

Item #6d - Other Items- None.

The meeting was adjourned.


Lana Schwartz, Secretary


Judy McLaughlin