

The Brookings Airport Board was called to order by Judy McLaughlin on Thursday October 19, 2016 at 3:30 PM in Conference Room # 300 located on the third floor of the City & County Government Center at 520 3<sup>rd</sup> Street. Members present were Jason Baker, Orv Smidt, Lynn Riedesel, Brian VanLiere, and McLaughlin. Also present were Airport Manager Ryan O'Rear, City Engineer Jackie Lanning, Operations/Maintenance Technician Lucas Dahl, Paul Hanusa-FBO, Cody Christensen-SDSU, Chris Funk, Bob Fite, Dan Little and others.

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

**Item #3** – (Riedesel/Baker) Motion to approve the September 15, 2016 minutes. All present voted aye. **MOTION CARRIED.**

**Item #4** – The next meeting is scheduled for Thursday November 17<sup>th</sup>, 2016 at 3:30 in the City & County Government Center at 520 3<sup>rd</sup> Street.

### **Other Items & Reports**

#### **Item #5a – Introduction of new Operations/Maintenance Technician**

#### **Item #5b – Snow and Ice Control Pre-Season Meeting**

Ryan reviewed the Snow and Ice Control Plan with those in attendance. He described the new FAA regulations in detail in regards to runway condition reporting. He has also implemented a Field Condition Report that he will utilize to communicate to users of the airport.

#### **Item #5c – Upcoming Hangar Lease Renewals**

(Riedesel/VanLiere) Motion to approve the renewal of the hangar leases to Lynn Riedesel, Jerry Waltman and Duane Ulvestad for an additional 5 years. Lease rate will all be raised to \$0.12 sq./ft. All present voted aye. **MOTION CARRIED.**

#### **Item #6a – Airport Manager's Report**

Ryan reported that on September 28<sup>th</sup> the FAA made a visit to the airport to discuss future needs. Based on the condition of the ramp, the FAA feels that the ramp is past its life expectancy and will need to be replaced rather than improved. The consensus was that this project will need to be moved forward

and be completed before the Parallel Taxiway project, if possible. Chris Funk recommended the ramp be reconstructed in phases to allow aircraft to still access the FBO and the SDSU hangar. Ryan will coordinate with Helms and the FAA to discuss phasing options.

Ryan also reported that on October 6<sup>th</sup> he and Jackie attended the SD Airport Manager's Association Meeting in Rapid City as part of the SD Municipal League. Topics discussed were the pilot shortage and the SD Aeronautics Trust Fund. Ryan will also be attending the FAA Airports Fall Seminar in Bismarck on November 2<sup>nd</sup> and 3<sup>rd</sup>.

Lynn questioned Ryan about the bales that need to be picked up. Ryan stated that the current lease contract allows 4 weeks for removal of the bales. The Board agreed that moving forward, the lease contract needs to have a shorter time frame for the bales to be removed. Jackie and Ryan will discuss and update the lease, that will actually be up for bid this Fall. Ryan is also concerned about the current lease stating that a minimum of 1 cut is required, but he feels that this should be higher.

Ryan is also still working with Isaac Wilde. Isaac is interested in housing an Ag Spraying business out at the airport. Ryan and Isaac are working out some plans and details regarding the hangar and the operations.

Ryan and Lucas have replaced all the wind socks on the airfield. And the City Manager has approved funding for the building numbering system, so Ryan will get the numbers ordered. The airport suburban is being replaced with the pickup from the fire department and should be in service within a couple weeks. Ryan also reported that he is working on updating the hangar application process and will have it complete by December.

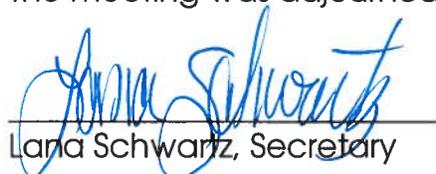
**Item #6b - FBO Report** - None

**Item #6c - SDSU Report**

Cody reported that SDSU had to limit the enrollment numbers due to the shortage of flight instructors. Chris Funk reported that SDSU will be hosting the East River Aviation Symposium again on March 18, 2017.

**Item #6d - Other Items** - None

The meeting was adjourned.

  
Lana Schwartz, Secretary

  
~~Orv Smidt~~ Judy McLaughlin