

MINUTES
ABERDEEN AIRPORT BOARD
Regular Meeting
January 4th, 2024

MEMBERS PRESENT: Carl Perry, Lon Gellhaus, Mike Erickson, Tony Schwan, Jarrett Rix

MEMBERS ABSENT:

OTHERS PRESENT: Rich Krokkel, Marvin Black, Robin Bobzien (City Manager), Alan Johnson (City Councilor), Mike Schmit (Helms & Associates), Elisa Sand, Morgan Beving, Rolf Johnson, Rhea Ketterling

Chairperson Perry called the regular monthly scheduled meeting of the Aberdeen Airport Board to order at 9:30AM on Thursday, January 4th, 2024.

Welcome Jarrett Rix, newest member of the Airport Board.

Item #2 Approval of Minutes from December 7th, 2023, Regular Meeting – Moved by Gellhaus, seconded by Schwan. **MOTION CARRIED.**

Item #3 Adoption of the Agenda – Moved by Erickson, seconded by Gellhaus. **MOTION CARRIED.**

Item #4 Schedule Next Meeting – Friday, February 9th and Friday, March 8th; both at 10:30AM.

Old Business: None

New Business:

Item #5 SB162 Marketing Grant – Hub City Radio will report next month.

Item #6 Bills for the Month of December – Erickson moved approval of the bills, seconded by Schwan. **MOTION CARRIED.**

Item #7 December Financial Report – Moved approval by Gellhaus, seconded by Erickson. **MOTION CARRIED.**

Item #8 Recommendation to accept Helms & Associates Professional Agreement for the GA Apron Reconstruction Phase II project – Helms is working on the Design and Safety Phasing Plan. Construction of the second phase of the GA Apron will not start until next spring depending on availability of the funding. Estimated cost of construction is \$3.7M.

Item #9 Recommendation to pay Helms & Associates invoice #10 in the amount of \$4,547.10 for Administration services on AIP Proj. #3-46-0001-49-2023, Rwy 13/31 Rehabilitation and Lighting Improvements – Moved by Gellhaus, seconded by Schwan. **MOTION CARRIED.**

Item #10 Recommendation to pay Helms & Associates invoice #23 in the amount of \$583.39 for Administration services on AIP Proj. #3-46-0001-47-2022, GA Apron Reconstruction – Moved by Schwan, seconded by Gellhaus. **MOTION CARRIED.**

Item #11 Request approval to transfer Lease #24 for Hangar Area #21 from Rolf Johnson to Morgan Beving - Moved by Erickson, seconded by Gellhaus. **MOTION CARRIED.**

Item #12 Manager's Report (Krokkel)

Airline Operations 2023:

November 2023: Total Enplanements is 2,478, 22.55% higher than last year this month; Load factor for the month is at 63.72%. 2023YTD load factor is at 59.13%. December information is not available at the time of the meeting.

November Cancellations and Major Delays: 8 total events for the month; 1 due to weather, 3 due to mechanical, and 4 due for other.

Sun Country Flight: 2024 February 18th – 22nd, and March 25th – March 29th

Construction, projects, and other notes:

- AIP #49 & AIP #50 (BIL) – Rwy 13/31 Rehabilitation and Lighting Improvements: Waiting on contractors' final documentation and adjustment to quantities. Rwy 13 REIL's were flown on December 21st.
- AIP #47 – GA Apron Ramp Project 2023: Waiting on contractors' final documentation and adjustment to quantities.
- AIP #46 – ARPA American Rescue Plan Act: As of December 22nd, funds left to draw down is \$230,179. Grant sunsets on August 9th, 2025.
- AIP #45 - CRRSAA (Coronavirus Response and Relief Supplemental Appropriations Act): As of December 7th, funds left to draw down is \$833,370. Grant sunsets on May 10th, 2025.
- AIP #44 - Airport Snow Removal Equipment: This project is closed. The Boom carriages have arrived and awaiting installation. The new MB Snow Blower has a problem too; the machine is bucking.
- AIP #43 Taxiway Geometry Corrections Project: Waiting for final contractor's final documentation.
- AIP #41 - CARES Act: As of December 4th, funds left to draw down is \$24,722. Grant sunsets May 14, 2024.
- SkyWest Update: AMOC started on October 9th. Staff working together to share in some of the opening and closing duties. Interviewed 4 Janitorial services. Steve Westby of Impact Janitorial will start this weekend. Their service is limited to weekends only.
- Terminal Chiller: Sichmiller is doing the design and engineering services. The chiller will be purchased outright through OMNIA Group.
- Recent Weather Events: Information not available at the time of the meeting.
- Airport Certification and Safety Inspector: Received an introductory communication from ABR's new inspector, Nicholas LeMay.

There being no other business come before the Board, Gellhaus moved to adjourn. The meeting adjourned at 10:00AM.

APPROVED BY:
ABERDEEN AIRPORT BOARD
Casey O'Sullivan
2-9-24