

MINUTES
ABERDEEN REGIONAL AIRPORT BOARD
Regular Meeting
May 8, 2014

MEMBERS PRESENT: Mike Erickson, Rolf Johnson, Steve Kaiser

MEMBERS ABSENT: Dr. Kennon Broadhurst, Lon Gellhaus

OTHERS PRESENT: Rich Krokkel, Cody Krokkel, Lynn Lander, Darryl Shook, Mike Schmit, Howard Swenson, Julie Johnson, Alan Johnson, Kevin Braun, Gary Christiansen, Gary Dahlerup, Elisa Sand, Rhea Ketterling

Chairman Erickson called the regular scheduled meeting of the Aberdeen Regional Airport Board to order at 11:30 am on Thursday, May 8, 2014.

Item #2 – Welcome Cody Roggatz – Chairman Erickson welcome Cody Roggatz as the new Airport Manager. Roggatz stated he came from Boeing Field King County Airport in Seattle area. Prior to, he was at Bob Hope in Burbank, CA and Lubbock International in Lubbock, TX. He graduated from the University of North Dakota with Airport Management degree in May 2009. While in school at UND, he worked at the flight ops department. This was a move to come back home (Montevideo, MN) and back in the Midwest and be a part of the Aberdeen community.

Item #3 - Approval of minutes from April 3rd meeting – Moved by Johnson, seconded by Kaiser. **MOTION CARRIED approving the minutes with correction (Rolf Johnson, not Steve Johnson).**

Item #4 - Adoption of the agenda – Moved by Johnson, seconded by Kaiser. **MOTION CARRIED.**

Item #5 – Next meeting scheduled for Thursday, June 5th at 11:30am.

Old Business:

New Business:

Item #6 Bills – Distributed amended bill list. Kaiser moved approval to pay the bills, seconded by Johnson. The bulbs purchased this month are replacement for the parking lot and the ramp lights that had been out over the winter. **MOTION CARRIED.**

Item #7 Financial Report – Johnson moved to accept the financial report, seconded by Kaiser. **MOTION CARRIED.**

Item 8: Recommendation to pay Helms and Associates invoice #14 in the amount of \$19,404.60 for AIP Proj. #3-46-0001-33-2013 Wetland Removal and Storm Water Improvement, 77.5% complete - Moved by Johnson, seconded by Kaiser. Schmit from Helms and Associates stated the Army Corps of Engineers is in receipt of the Section 404 permit application. Yesterday Schmit received the announcement for public notice requesting comments from the public and other agencies regarding the Airport's 404 permit application which closes on May 27th. After this period, Schmit will be corresponding with the Corps to see if there are any public comments. The Corps then will move forward with the review and the issuance of the permit. Erickson asked if Schmit foresee any problems. Schmit stated not at this time. **MOTION CARRIED.**

Item #9 Recommendation to pay Nick and Nicole Fischer in the amount of \$10,000 for Mural, delivered and installed May 2nd – Moved by Kaiser, seconded by Johnson. **MOTION CARRIED.**

Item #10 Airport Manager's report:

10a: Delta Branding – This is currently in progress. The back splash of the ticket counter will be painted brilliant white. The plastic sign will be replaced with a FID monitor which will be placed above the ticket counter in the Great Hall and another FID monitor will be placed in the Security Hold room. All expenses are Delta's. The FID goes live towards the end of the month.

10b: 2006 GMC/2014 Dodge – This GMC was surplused. We are expecting receipt of 2014 Dodge.

10c: Summer Temp – We have a NSU student hired as FT summer temp starting May 12th through September 30th. We will utilize him for lawn maintenance and painting project.

10d: Triennial – Another meeting was held yesterday. Next meeting is on May 27th. The exercise is scheduled for June 10th, rain date of June 12th.

10e: FAA Certification Inspection – Our inspector will be here June 4th, 5th and 6th. Some of the prep that we will be doing is painting on taxiway edge lines and mandatory hold lines.

10f: Hwy 12 Drainage Project – Erickson asked about the plan on the Hwy 12 project. Krokkel stated he had placed two calls to Jesse at UPCI. Have not heard back. The plan last year was the ditch would be concrete line on our side and it will go around to somewhere near the Fire Station where it would follow the natural tributary.

Item #11 Other Items:

11a: De-icing Shed – Johnson asked if the new de-icing truck is able to get in the door. Krokkel stated Delta's truck will not fit. Johnson asked what we can do about this. Krokkel stated we have to raise the building. If we take the building off its foundation and add 8" cinder block, would this be enough. Now is the time not January to correct this. Krokkel thinks the different is 5 1/2". Christiansen, Station Manager stated they still have the old truck in the building and is working. There are 3 de-icing equipment at this Airport. The new truck DGS employees do not like using, but they will have to start using this next season.

11b: Crack Sealing – Erickson asked if crack sealing is planned for the road this year. Krokkel stated we \$15,000 budgeted this year. Last year we did some of 17/35. There are still significant amount to do on 17/35 and Txy D. Then some work on the road will be done. In next year's budget, we will budget for chip sealing the road. Erickson stated he had noticed today there some big cracks coming in.

11c: Board appointment – Johnson asked for the status on Board appointment. Lander, City Manager stated there were 4 individuals who showed interest. Lander and Roggatz will set up interview for next week. Lander hopes he will have someone appointed by the June airport meeting.

11d: Fall 2012 EA Hearing - Lander stated in the Fall of 2012 we did an Environmental Assessment hearing in reference to the Airport upgrade which includes decoupling of the runways, wetland mitigation for the filling of the wetlands (mitigation to go up by Willow Dam) and retention system so we did not create a storm surge for the surrounding properties when we fill in the wetlands. During that time period when we had the hearing there were several individual property owners that came in and asked for us to look at an alternate plan versus just taking the storm water from airport property then going along public right of way. There was a meeting with property owners and we were asked to look at the tributary SE of airport grounds for our potential drainage and then upsize the culverts within this area. After extensive analysis by Helms engineering, we do not believe this is the best way that we can go with our water. We are going with a route where we will take the water to the end of our property with a force main then to public right of way then go out by the Wastewater Sewer Treatment Plant (South of). During the informal talk that we had with some of the property owners, some of them were somewhat despondent; with the fact that not all of them knew about it. There was a general understanding that they would talk to their neighbors and it did not happen. There are 63 property owners along this tributary that Lander will be sending a letter to informing them that we do not have any interest in the tributary. For us to make arrangement to determine culvert sizes, getting access to private property and maintenance of the tributary it just become overwhelming. This is why we decided to go with the force main plus we have time restraint to get Federal funds. Johnson stated we were trying to figure out what the cost benefit analysis would be in regards to pumping versus gravity. What was the opinion on this? Schmit stated the problem with gravity is that we do not have the elevation on site. The fear is we fill the 16 wetlands on the airport property, try to gravity drain this to essential site or even to maintain the existing drainage is tough to do without the potential of creating new wetlands. Last thing we want to do is have another series of wetlands 10 years down the road just because of drainage issues. This will create high maintenance for the airport staff. Johnson asked for the timeline removal from a rain event. Schmit stated this had been extensively discussed with the FAA. What had been agreed upon is 96 hours for a 10 year event. As for the cost, Schmit stated they are trying to balance it out to make it most economical for the Airport and for the funding. They have been in talks with the FAA and funding is certainly an issue for this project. Lander stated it's not the cost to increase the culvert sizes that pushes us away from the alternative. It was the different expectations from the 63 property owners. Johnson asked what's next. Schmit stated getting a permit from the County to occupy County right of way. Erickson asked will there be any other State funding available like Wastewater funding through the Board of Minerals. Schmit is not sure if we would be eligible for this type of funding as far as storm water. There is not a lot of DNR funded storm water project. They hadn't approach this being this is an airport project with AIP at 90%. Lander stated City wide we had never received DNR grants. They are willing to give us loan, but not grants. Lander added he will share his letter with the Board once he sends them out. Braun asked will there be a public input meeting on the proposed route. Lander stated it will later this summer. Johnson asked if this speeds the project; cutting through a quicker route. Lander stated their hope is to get funding for this portion of the improvement this year and it will speed it up considerable. Schmit added Dave Anderson at the ADO is doing their best to secure those discretionary funds, but it would most likely be a phased process.

Kaiser moved to adjourn, seconded by Johnson. Meeting adjourned at 12:08pm.